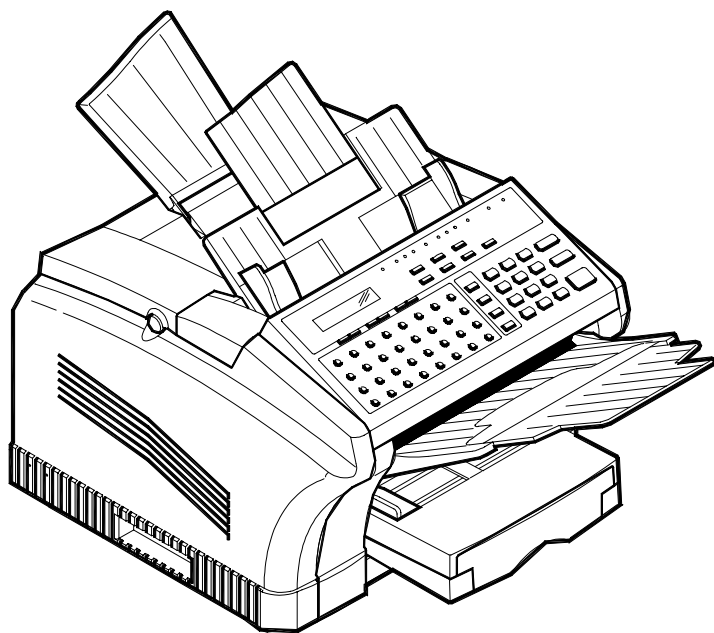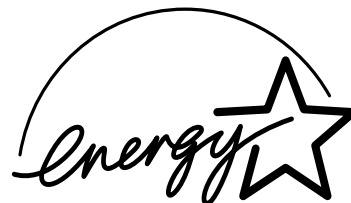# MF2800/3800

MINOLTA

Operator's Manual

Safety Information

For USA / Canada Users

As an Energy Star Parntner, MINOLTA has determined that this machine meets the Energy Star Guidelines for Energy Efficiency.

For Another Country Users

this machine meets the *EPA's Energy Star Guideline for ///energy Efficiency. *the U.S. Environmental Protection Agency.

What is an Energy Star Machine?

Energy Star Machines have a feature that allows them to automatically yurn off or " go to sleep" after a period of inactivity, ensuring night and weekend shut off.

IMPORTANT SAFETY INSTRUCTIONS

- Make sure that the electrical outlet that you use is located near the Facsimile.
- Only connect the Facsimile to an earthed socket outlet.

IMPORT SAFETY INSTRUCTIONS	IMPORTANT MESURES DE
when using your telephone equipment, basic safety precautions should always be followed to reduced the risk of fire, electric shock and injury to persons, including the following:	Certaines mesures de sécurité doivent étre prises pendant l'utilisation de matérial téléphonique afin de réduire les risques d'incendie, de choc électrique et de blessures. En voici quelquesunes:
1. Do not use this product near water, for example, near a bath tub, wash bowl, kitchen sink or laundry tub, in a wet basement or near a swimming pool.	1. Ne pas utiliser l'appareil prés de l'eau, p.ex., prés d'une baignoire, d'un lavabo, d'un évier de cuisine, d'un bac à lsver, dans un sous-sol humide ou prés d'une piscine.
2. Avoide using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric from lightning.	2. Éviter d'utiliser le téléphonique (sauf s'il s'agit d'un appareil sans fil) pendant un orage électrique. Ceci peut presenter un risque de choc électrique causé par la foudre.
3. Do not use the telephone to report a gas leak in the vicinity of the leak.	3. Ne pas utiliser l'appareol téléphonique pour signaler une fuite de gaz s'il est situe prèes de la fuite.
4. Use only the power cord and batteries Indicated in this manual. Do not dispose of batteries in a fire. They may explode. Check with local codes for possible special disposal instructions.	4. Utiliser seulement le cordin d'alimentation et le type de piles indiqués dans ce manuel. Ne pas jeter les piles dans le feu: elles peuvent exploser. Se confrmer aux règlements pertlnents quant à l'élimination des poles.
SAVE THESE INSTRUCTIONS	CONSERVER CES INSTRUCTIONS

LASER SAFETY

This FAX contains a page printer which operates by means of a laser. There is no possibility of danger from the laser, provided the FAX is operated according to the instructions in this manual provided.

Since radiation emitted by the laser is completely confined within protective housing, the laser beam cannot escape from the machine during any phase of user operation.

This machine is certified as a Class 1 laser product. this means the machine does not produce hazardous laser radiation.

INTERNAL LASER RADIATION (for all Uers)

Maximum Radiation power:7.3×10^{-4} (W) at the laser aperture of the print head unit.

Wave Length:770-810 (nm)

This is a Class lllb Laser Diode Assy. That has an invisible laser besm. The printer head unit is NOT A FIELD SERVICE ITEM. Therefore the printer head unit should not be opened under any circumstances.

For United States Users

Laser Safety

This FAX is certified as a Class 1 Laser product under the U.S. Department of Health Services (DHHS) Radiation Performance Standard according to the Food, Drug and Cosmetic Act of 1990. This means that the FAX does not produce hazardous radiation.

CDRH Regulations

The Center for Devices and Radiological Health (CDRH) of the U.S. Food and Drug Administration implemented regulations for laser products on August 2, 1976. Compliance is mandatory for products marketed in the United States. The label shown below indicates compliance with the CDRH regulations and must be attached to laser productd marketed in the United States.

The label shown to page XVI indicates compliance with the CDRH regulations and must be attached to laser products marketed in the United States.

WARNING:
Use of controls, adjustment or performance of procedures other than those specified in this manual may result in hazardous radiation exposure.

This is a semiconductor Laser. the maximum power of the Laser diode is 5mW and the wavelength is 770-810mm.

For users In Other Countries

WARNING:
Use of controls, adjustment or performance of procedures other than those specified in this manual may result in hazardous radiation exposure.

This is a semiconductor laser. The maximum power of the laser diode is 5mW and the wavelength is 770-810nm.

For European User

WARNING:
Use of controls, adjustment or performance of procedures other than those specified in this manual may result in hazardous radiation exposure.

This is a semiconductor laser. The maximum power of the laser diode is 5mW and the wavelength is 770-810nm.

For Denmark Users

ADVERSEL:
Usynlig laserstråling ved åbning, når sikkerhedsafbrydere er ude af funktion. Undgå udsættelse for stråling. Klasse 1 laser product der opfylder IEC60825 sikkerheds kravene.

Dansk. Dette er en halvlderlaser. Laserdiodens hØjeste styrke er 5mW og bØlgeæengde er 770-810nm.

Klass 1 lader produkt der opfylder IEC825 sikkerheds kravene.

For Finland, Sweden User

LOUKAN 1 LASERLAITE
KLASS 1 LASER APPARAT

VAROITUS:
Laitteen käyttäminen muulla kuin tässä käyttöohueessa mainitulla
tavalla saattaa altistaa käyttäjän turvallissuusluokan 1 ylittävälle
näkymättömälle laser**säteilylle.**

Tämä on puolijohdelaser. Laserdiodin suurin teho on 5mW ja aallonpituus in
770-810mm.

VARNNING:
Om apparaten används på annat sätt än i denna bruksanvisning
specificerats, ken användaren utsättas för osynlig laserstrålning som
överskrider gränsen för laser klass 1.

Det h**är är en halvledarlaser. Den maximala effekten för laserdioden är 5mW och**
våglängden är 770-810mm.

VARO!:
Avattaessa ja suojalukitus ohitettaessa olet alttiina näkymättömälle
lasersäteilylle. Äjä katso säteeseen.

VARNING!:
Osynlig laserstråining när denna del är öppnad ochspärren är
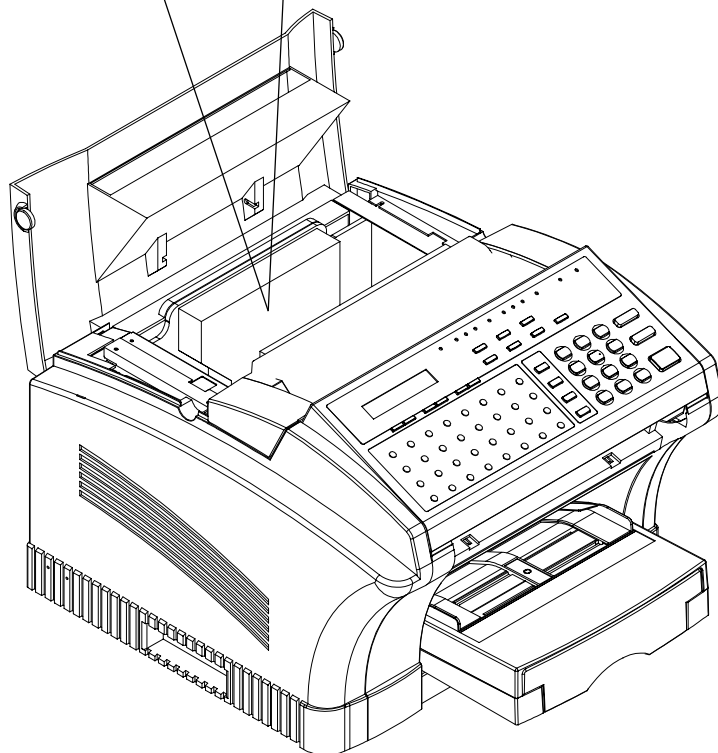**urkopplad. Betrakta ej strålen.**

For Norway Users

ADVARSEL:
Dersom apparatet brukes på annen måte enn spesifisert i denne
bruksanvisning, kan brukeren utsettes for unsynlig laserstråling
som overskrider grensen for laser klass 1.

Dette er en halvleder laser. Maksimal effeckt till laserdiode er 5mW og bØlgekengde er
770-810nm.

WARNING LABEL

CE Marking (Declaration of Conformity)

The product complies with the following EU directives:

89 / 336 / EEC, 73 / 23 / EEC and 93 / 68 / EEC directives.

This declaration is valid for the area of the European Union.

WARNING:
This device must be used with shielded interface cables. The use of
non-shielded cable is likely to result in interference with radio
communications and is prohibited under the EU Directive rules.

The machine has been approved in accordance with Council Decision 1999/5/EC for pan-Europen single terminal connection to the public switched telephone network (PSTN). However, due to differences between the individual PSTNs provided in different countries, the approval does not, of itself, give an unconditional assurance of successful operation on every PSTN network termination point.
In the event of problems, you should contact your equipment supplier in the first instance.

Note: The manufacturer should ensure that the vender and user of equipment is clearly informed of the above information by means of packaging and/ or other forms of user instructions.

This product is approved for DTMF dialing only. When directly connected to the public switched telephone network (PSTN mode) pulse dialing can not be used.

(Pulse dialing may only be used when this product is connected to a PBX).

If an additional telephone is connected to FAX unit, the LF (Loading Factor) should not be greater than 30.

USER INSTRUCTIONS (For U.S.A.Users)

FCC PART15-RADIO FREQUENCY DEVICES WARNING

The following applies to the Facsimile Unit (MINOLTAFAX2800/3800) only without the Minolta Network option installed.

FCC : Declaration of Conformity

Product Type	Facsimile
Product Name	MINOLTAFAX2800 / MINOLTAFAX3800
Option / Accessories	Second Paper Cassette Unit / Expansion Memory (Max 8MB)

This Devices complies with Part 15 of the FCC Rules. Operation is subject to following Conditions:
1. This devices may be not cause harmful interference, and
2. this devices must accept any interference received, including interference that may cause undesired operation.

Minolta Corporation
101 Williams Drive Ramsey, New Jersey 07446
Telephone number : 201-825-4000

WARNING:
This equipment has been tested and found to comply with limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, users, and radiates radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio-TV technician for help.

Note: *A LAN adapter (Minolta Network) is to be used only in industrial areas.
Use of a LAN adapter in residential areas.

*This device must be used with shielded interface cables. The use of non-shielded cables is likely to result in Interference with radio communications and is prohibited under FCC Rules.

*The design and production of this unit conforms to FCC regulations, and any change or modifications must be registered with the FCC and are subject to FCC control. Any change made by the purchaser or user without first contacting the manufacturer will be to penalty under FCC regulations.

FCC PART 15 - RADIO GREQUENCY DEVICES WARNING

The Facsimile Unit (MINOLTAFAX2800/3800) with the Minolta Network option installed meets the FCC Class A requirements when the network cable is attached either of the IEEE 802.3 connectors.

FCC PART 68 - TELECOMUNICATION DEVICES

This equipment complies with Part 68 of the FCC Rules. On the rear panel of this equipment is a label that contains, among other informations, the FCC registration number and Ringer Equivalence Number (REN) for this equipment. If requested, provide this information to your telephone company.

This equipment uses THE FOLLOWING USOC JACKS: RJ11C

The REN is useful to determine the quantity of devices you may connect to your telephone line and still have all of those devices ring when your number is called. In most, but not all areas, the sum of the RENs of all devices should not exceed five (5.0). To be certain of the number of devices you may connect to your line, as determined by the REN, you should call your local telephone company to determine the maximum REN for your calling area.

If your telephone equipment causes harm to the telephone network, the Telephone Company may discontinue your service temporarily. If possible, they will notify you in advance. But if advance notice isn't practical, you will be notified as soon so possible. You will be advised of your right to file a complaint with the FCC.

Your telephone company may make changes to its facilities, equipment, operations, or procedures that could affect the proper operation your equipment. If they do, you will be given advance notice so as to give you an opportunity to maintain uninterrupted service.

If you experience trouble with this equipment, please contact:

Minolta Corporation

101 williams Drive Ramsey.

New Jersey 07446

U.S.A.

The telephone company may ask you to disconnect this equipment from network until problem has been corrected or you are sure that the equipment is not malfunctioning.

This equipment may not be used on coin service provided by the telephone company. Connection to party lines is subject to state tariffs. (Contact your state public utility commission or corporation commission for information.)

CUSTOMER INFORMATION FOR PRIVATELY OWNED COIN PHONES

To comply with state tariffs, the telephone company must be given notification prior to connection.

In some states, prior approval of connection must be obtained from the state Public Utility Commission, Public Service Commission or state Corporation Commission.

WARNING FOR THE SETTING OF HEADER AND FOOTER

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone fax machine unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machine or such business, other entity, or individual.

In order to program this information into your fax machine, you should complete the following steps.

(Refer to Chapter 4 Facsimile Programming page 4-29 and 4-35)

Telephone line cord

The 26AWG telephone line cord should only be used on this machine.

USER INSTRUCTIONS (For Canada Users)

INTERFERENCE-CAUSING EQUIPMENT STANDARD (ICES-003 ISSUE 3) WARNING

The following applies to the Facsimile Unit (MINOLTAFAX2800/3800) only without the Minolta Network option installed.

This Class B digital apparatus complies with Canadian ICES-003. Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

INTERFERENCE-CAUSING EQUIPMENT STANDARD (ICES-003 ISSUE 3) WARNING

The following applies to the Facsimile Unit (MINOLTAFAX2800/3800) with the Minolta Network optoin installed.

This Class A digital apparatus complies with Canadian ICES-003. Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

IC CS-03-TELECOMUNICATION DEVICE

Note: Industry Canada (IC) label identifies certified equipment. This certification means that the equipment meets certain telecommunications network protective, operational, and safety requirements. IC does not guarantee the equipment will operate to the user's satisfaction.

Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunication company. The equipment must also be installed using an acceptable method of connection. In some cases, the company's inside wiring associated with a single line individual service may be extended by means of a certified connector assembly (telephone extension cord). The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.

Repairs to certified equipment should be made by an authorized Canadian maintenance facility designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground

connections of the power utility, telephone lines, and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

CAUTION
Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

Note: The *Ringer Equivalence Number (REN)* assigned to each terminal device provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the Ringer Equivalence Numbers of all the devices does not exceed 5.This terminal device the REN=0.3.

If you experience trouble with this equipment, please contact:

Minolta Business Equipment (Canada), Ltd.

369 Britannia Road E.

Mississauga, Ontario L42 2H5

Tel: (905)890-6600

HEARING AID-COMPATIBILITY (For U.S.A./ Canada Users)

This equipment complies with the FCC / IC guide lines for hearing aid-compatibility.

For Australian Users

The Unit shall be connected to Telecommunication Network through a line cord which meets the requirements of ACA Technical Standard TS008.

For New Zealand Users

The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Teleocm, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.

This equipment should not be used under circumstances which may constitute a nuisance to other Telecom customers.

WARNING NOTICE:
This equipment shall not be set up to make automatic calls to the
Telecom "111" Emergency Service.

OZONE RELEASE (For all Users)

During printer operation, a small quantity of ozone is released. This amount is not large enough to harm being adversely. However, be sure the room where the FAX is being used has adequate ventilation, especially if you are printing a high volume of materials, or if the FAX is being used continuously over s long period.

   Note: Locate the machine in a well Ventilated Room

       A negligible amount of ozone is generated during normal operation of this machine. An unpleasant odor may, however, be created in poorly ventilated rooms during extensive machine operation. For a comfortable, healthy, and safe operating environment that the room well ventilated.

REMARQUE:
Placer l'appareil dans une pièce largement ventilée

Une quantité d'ozone négligable est dégagée pendant le fonctionnement de l'appareil quand celui-ci est utilisé normalement. Cependant, une odeur désagréable peut être ressentie dans les pièces dont l'aération est insuffisante et lorsque une utilisation prolongée de l'appareil est effectuée. Pour avoir la certitude de travailler dans un environment réunissant des conditions de confort, santé et de sécurieé, il est préférable de bien aérer la pièce ou se trouve l'appareil.
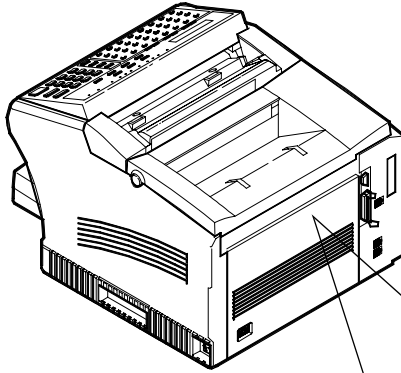

Acoustic Noise

For European Users

Machine Norise Regulation 3 GSGV, 18,01,1991: The sound pressure levell at the opatator position according to EN 27779 is equal to or less than 70dB(A).

LABELS

This section contains detailed instructions on the operation and maintenance of this machine. To achieve optimum utility of this device, all operators should carefully read and follow the instructions in this manual. Please keep this manual in a handy place near the machine.

Please read the next section before using this device. It contains important information related to user safety and preventing equipment problems.

Make sure you observe all of the precautions listed in this manual.

> Note: Please note that some parts of the contents of this section may not correspond with the purchased product.

Table 1: ■ Warning and Precaution Symbols

⚠ **WARNING:**	Ignoring this warning could cause serious injury or even death.
⚠ **CAUTION:**	Ignoring this caution could cause injury or damage to property.

Table 2: ■ Meaning of Symbols

△	A triangle indicates a danger against which you should take precaution.
⚠	This symbol warns against cause burns.
🚫	A diagonal line indicates a prohibited course of action.
🚫	This symbol warns against dismantling the device.
⬤	A black circle indicates an imperative course of action.
🔌	This symbol indicates you must unplug the device.

⚠WARNING

	Do not modify this product, as a fire, electrical shock, or breakdown could result. If the product employs a laser, the laser beam source could cause blindness. Do not attempt to remove the covers and panels which have been fixed to the product. Some products have a high-voltage part or a laser beam source inside that could cause an electrical shock or blindness.
	Only use the power cord supplied in the package. If a power cord is not supplied, only use the power cord and plug that is specified in POWER CORD INSTRUCTION. Failure to use this cord could result in a fire or electrical shock. Use only the specified power source voltage. Failure to do that could result in a fire or electrical shock. Do not use a multiple outlet adapter to connect any other appliances or machines. Use of a power outlet for more than the marked current value could result in a fire or electrical shock.
	Do not unplug and plug in the power cord with a wet hand, as an electrical shock could result.
	Plug the power cord all the way into the power outlet. Failure to do this could result in a fire or electrical shock.
	Do not scratch, abrade, place a heavy object on, heat, twist, bend, pull on, or damage the power cord. Use of a damaged power cord (exposed core wire, broken wire, etc.) could result in a fire or breakdown. Should any of these conditions be found, immediately turn OFF the power switch, unplug the power cord from the power outlet, and then call your authorized service representative. In principle, do not use an extension cord. Use of an extension cord could cause a fire or electrical shock. Contact your authorized service representative if an extension cord is required.

⚠ WARNING

🚫	Do not place a flower vase or other container that contains water, or metal clips or other small metallic objects on this product. Spilled water or metallic objects dropped inside the product could result in a fire, electrical shock, or breakdown. Should a piece of metal, water, or any other similar foreign matter get inside the product, immediately turn OFF the power switch, unplug the power cord from the power outlet, and then call your authorized service representative.
(unplug icon)	If this product becomes inordinately hot or emits smoke, or unusual odor or noise, immediately turn OFF the power switch, unplug the power cord from the power outlet, and then call your authorized service representative. If you keep on using it as is, a fire or electrical shock could result. If this product has been dropped or its cover damaged, immediately turn OFF the power switch, unplug the power cord from the power outlet, and then call your authorized service representative. If you keep on using it as is, a fire or electrical shock could result.
🚫	Do not throw the toner cartridge or toner into an open flame. The hot toner may scatter and cause burns or other damage.
(grounding icon)	Connect the power cord to an electrical outlet that is equipped with a grounding terminal.

⚠CAUTION

🚫	Do not use flammable sprays, liquids, or gases near this product, as a fire could result. Do not leave a toner unit or drum unit in a place within easy reach of children. Licking or ingesting any of these things could injure your health. Do not let any object plug the ventilation holes of this product. Heat could accumulate inside the product, resulting in a fire or malfunction. Do not install this product at a site that is exposed to direct sunlight, or near an air conditioner or heating apparatus. The resultant temperature changes inside the product could cause a malfunction, fire, or electrical shock. Do not place the product in a dusty place, or a site exposed to soot or steam, near a kitchen table, bath, or a humidifier. A fire, electrical shock, or breakdown could result. Do not place this product on an unstable or tilted bench, or in a location subject to a lot of vibration and shock. It could drop or fall, causing personal injury or mechanical breakdown. After installing this product, mount it on a secure base. If the unit moves or falls, it may cause personal injury. Do not store toner units and PC drum units near a floppy disk or watch that are susceptible to magnetism. They could cause these products to malfunction.
⚠ (HOT)	The inside of this product has areas subject to high temperature, which may cause burns. When checking the inside of the unit for malfunctions such as a paper misfeed, do not touch the locations (around the fusing unit, etc.) which are indicated by a "Caution HOT" caution label.
🚫	Do not place any objects around the power plug as the power plug may be difficult to pull out when an emergency occurs.
❗	The socket-outlet shall be installed near the machine and shall be easily accessible as the power plug may be difficult to pull out when an emergency occurs.
❗	Always use this product in a well ventilated location. Operating the product in a poorly ventilated room for an extended period of time could injure your health. Ventilate the room at regular intervals. Whenever moving this product, be sure to disconnect the power cord and other cables. Failure to do this could damage the cord or cable, resulting in a fire, electrical shock, or breakdown. When moving this product, always hold it by the locations specified in the operator's manual or other documents. If the unit falls it may cause severe personal injury. The product may also be damaged or malfunction. Remove the power plug from the outlet more than one time a year and clean the area between the plug terminals. Dust that accumulates between the plug terminals may cause a fire. When unplugging the power cord, be sure to hold onto the plug. Pulling on the power cord could damage the cord, resulting in a fire or electrical shock.

Precautions for Routine Use

🚫	Do not store toner units, PC drum units, and other supplies and consumables in a place subject to direct sunlight and high temperature and humidity, as poor image quality and malfunction could result. Do not attempt to replace the toner unit and PC drum unit in a place exposed to direct sunlight. If the PC drum is exposed to intense light, poor image quality could result. Do not unpack a toner unit or PC drum unit until the very time of use. Do not leave an unpacked unit standing. Install it immediately or poor image quality could result. Do not keep toner units and PC drum units in an upright position or upside down, as poor image quality could result. Do not throw or drop a toner unit or PC drum unit as poor image quality could result. Do not use this product in an area where ammonia or other gases or chemicals are present. Failure to do so may shorten the service life of the product, cause damage or decrease performance. Do not use this product in an environment with a temperature outside the range specified in the operator's manual, as a breakdown or malfunction could result. Do not attempt to feed stapled paper, carbon paper or aluminum foil through this product, as a malfunction or fire could result.
🚫✋	Do not touch or scratch the surface of the toner unit, developing roller and the PC drum, as poor image quality could result.
❗	Use the supplies and consumables recommended by the dealer. Use of any supply or consumable not recommended could result in poor image quality and breakdown.

Miscellaneous

Do not rest your weight on the control panel, as a malfunction could result.

Normal international communications may at times not be possible depending on line conditions.

If tap or well water is used in a humidifier, impurities in the water are discharged into the air and may be deposited inside the printer, resulting in poor image quality. It is recommended that pure water that does not contain any impurities be used in the humidifier.

The cooling fan may be activated automatically, but this suggests no problems.

Ni-MH (Nickel Metal Hydride) Batteries are installed inside machine as back up memory batteries. Please dispose according to local, state and federal regulations.

Table of Contents

Chapter 4 - Facsimile Programming

Chapter 7 - Maintenance & Supplies

Chapter 8 - Troubleshooting

Chapter 9 - specifications

Appendix - Unpacking & Installation

Introduction

Introduction to the MINOLTAFAX2800 and MINOLTAFAX3800 Units

The MINOLTAFAX2800 and MINOLTAFAX3800 are multi-function devices that in addition to the Fax capability, allow you to Print, Scan and Copy.

*MINOLTAFAX2800 and MINOLTAFAX3800 Model Differences**

Item	MINOLTAFAX2800	MINOLTAFAX3800
2nd cassette Tray	Optional	Optional
Page Memory	2 MB	6 MB
Dual Line Mode	Optional	Standard
Printing	Yes	Yes
PC-Scanning	Optional	Optional
Option Fax Memory	8MB	8MB

* Items listed above are for the standard configuration. For information on other options, refer to the Specifications Chapter.

How to Use This Manual

This manual explains the functions and operation of the MINOLTAFAX2800 and MINOLTAFAX3800 units. It also gives some troubleshooting tips as well as general precautions to be observed during operations.

To ensure the best performance and effective use of your unit, please read this manual carefully from cover to cover. After you have read the manual, keep it near your Fax unit for handy reference. It should be helpful in solving any operational questions you may have.

This manual is written to cover the base machine with all the options installed. If your unit does not have these options installed, just skip that section. If you choose to upgrade your unit in the future, you will already have the necessary information. Call your Sales or Service Representative to order options and schedule their installation.

Agency Certification

Your MINOLTAFAX2800 and MINOLTAFAX3800 unit complies with FCC rules, DOC requirements, and other agency certification requirements. Refer to the Appendix section of this manual for details.

These units are Energy Star qualified.

Important Safeguards

Always follow these important safeguards:

1 Read all of these instructions before using your unit.

2 Do not use this unit near water; for example, near a bath tub, sink or swimming pool.

3 Avoid using the telephone during an electrical storm. There may be a remote risk of electric shock from lighting.

4 Do not use the telephone to report a gas leak in the vicinity of this unit.

5 Use only the power cord and batteries indicated in this manual. Do not dispose of batteries in a fire. They may explode. Check with local codes for possible special disposal instruction.

6 Plug the power cord only into a 3-conductor (grounded) outlet rated for at least 15 amperes.

- Never ground the power cord to a gas pipe or a water pipe.
- Keep the power cord away from hot surfaces.
- Avoid using an extension cord if at all possible. If you must use an extension cord, use only a 3-conductor cord rated for at least 15 amperes. Cords rated for less might overheat and become a fire hazard.
- Do not operate your unit if any part of it is damaged, or if any part has been dropped, until it is checked by a qualified technician.
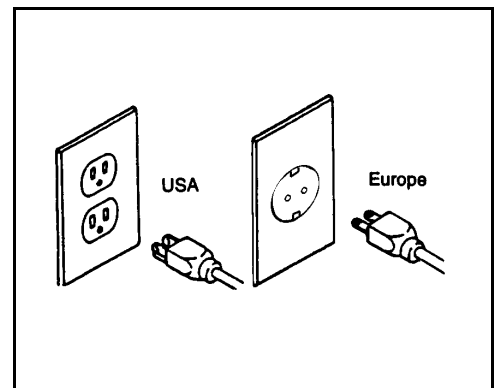
7 Do not install your unit in areas that are:

- Damp or humid
- Exposed to direct sunlight
- Extremely dusty
- Poorly ventilated
- Subject to extreme temperature or humidity changes. For example, don't locate your copier near an air conditioner or heater.

8 Install your unit with space around it to provide adequate ventilation.

9 Do not place the unit near a television or radio. If the unit is too close it

may interfere with the reception.

10 Place your unit on a firm, level surface.

11 Do not place heavy objects on the ADF (Automatic Document Feeder) or the Exit Tray.

12 Do not disassemble your unit or try to repair it yourself, other than as instructed in this Operator Guide. Call an Authorized Service Center for all necessary repairs. Incorrect assembly can cause electrical hazards and possible damage to the machine.

Multi-Tasking

The MINOLTAFAX2800 and MINOLTAFAX3800 can perform multiple operations at the same time. One operation can run in the foreground, while another runs in the background. For example, you can scan, copy, or print documents into memory for later transmission while receiving a fax.

Operation	Concurrent Operation	Result
Copy	Fax Reception	The received fax is stored in memory, and prints once copy operation is complete.
	GDI/PCL4 Printing	Print job is stored in memory, and prints once copy operation is complete.
	Memory Fax transmission	Faxing begins while copying continues.
	PC-Fax Transmission or Reception	Faxing begins while copying continues.
Fax Reception	Copy	The Copy job will be stored in memory, then printed out when reception (RX) is complete.
	GDI/PCL4 Printing	Print document during reception.
	Fax Transmission	Scans document into memory for transmission.
Fax Transmission	Copy	The available memory is shared by both jobs and their operations happen simultaneously.
	GDI/PCL4 Printing	The document will be printed from the PC during Fax operation.
PC-Fax Reception	Copy	Copy operation starts by scanning document into memory, and prints as fax is being transmitted.
	Parallel Port Printing	Print operation occurs while PC is receiving the fax.
	Fax Transmission	TX works when PC-Fax is complete. Scans document into memory for transmission.
PC-Fax Transmit	Copy	Copy operation starts by scanning document into memory first, and prints as fax is being transmitted.
	Parallel Port Printing	Parallel Port can be used for printing during PC-FAX operation.
	Fax Transmission	Scans document into memory for transmission.

Machine Components

External Components: Front

1 Document Exit Tray

This tray catches the original document after it passes through the scanner.

2 Control Panel / Scanner Cover

The controls on the panel perform the various faxing, copying, and printing functions. Lift this panel lifts to remove document feed jams.

3 Document Feed Tray

Load your document face down on this tray for faxing or copying.

4 Document Alignment Guides

Adjust these Guides to fit the width of your original documents.

5 Paper Tray

You can load up to 250 sheets of Letter-size, A4, or Legal-size paper into the standard Tray.

You can add another 500 sheets with the optional Second Paper Cassette Unit (SPCU).

6 Bypass Feed Tray

You can feed single sheets of special types of paper. i.e. pre-printed letterhead & envelopes

7 Paper Exit Tray

This Tray catches the paper after printing.
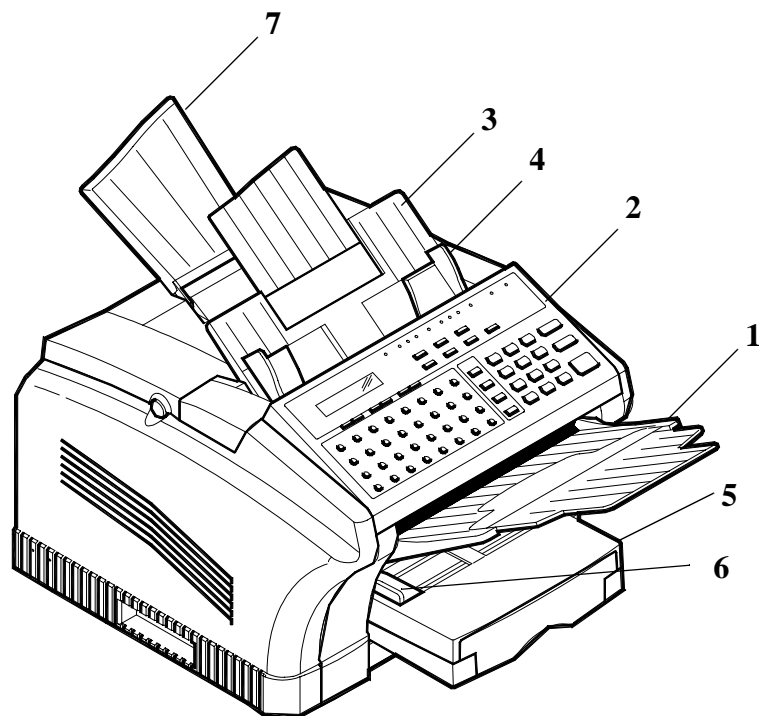
External Components: Rear

8 AC Power Connector

The AC Power Cord plugs in here.

9 Main ON/OFF Switch

Use to turn the your unit ON and OFF.

10 Telephone Line Connector

Plug the telephone cable from this connector into the wall socket of the telephone line.

11 Telephone Hand Set Connector -or- External Line

Use this connector to plug in the telephone cord from the telephone set.

12 Parallel Connector

Provides connection between this unit and a host computer for GDI printing or PCL4 or PCL 5e printing.

13 Serial Connector (RS232)

Provides connection between this unit and a host computer for Class 1 PC faxing and Twain-compliant scanning. This interface can also be used for printing.

14 Network Connector (Optional NIC or I-Fax Card)

Provides connection between the unit and the Network.

15 Dual Line Connector (Optional)

Plug the telephone cable from this connector into the wall socket for the second line.
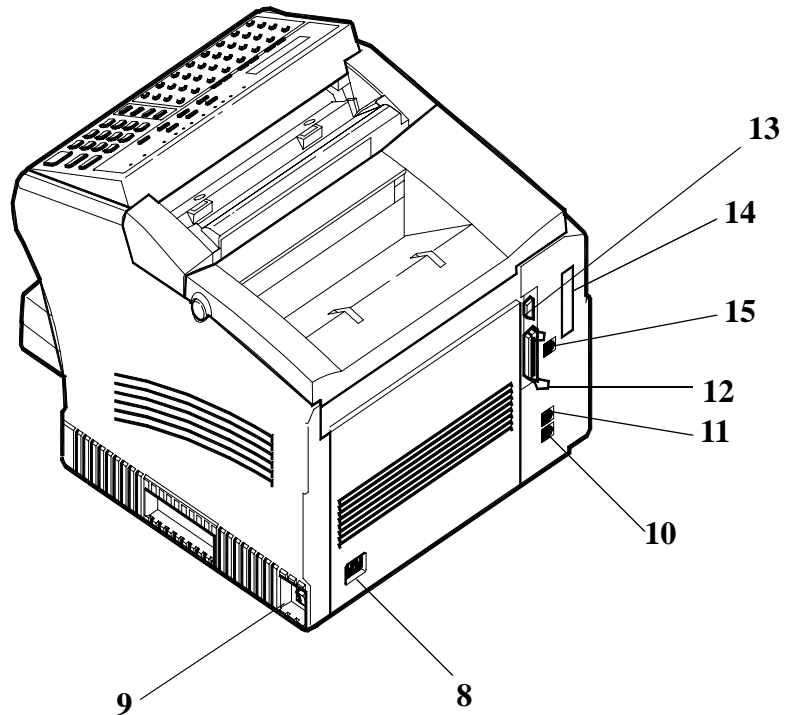
External Components: Internal and Optional

16 Top Cover / Cover Release Buttons

Press these two buttons to open the Top Cover to check and clear paper jams, to change the Toner and Drum, or to clean the interior of the unit.

17 Toner Cartridge

The Toner Cartridge contains the toner particles used in imaging.

18 Drum Cartridge

This Drum Cartridge transfers toner to the paper.

19 Second Paper Cassette Unit (SPCU)

When installed, it permits your unit to print up to 750 uninterrupted pages without reloading paper. (750 pages of standard weight Letter/A4 size paper.)
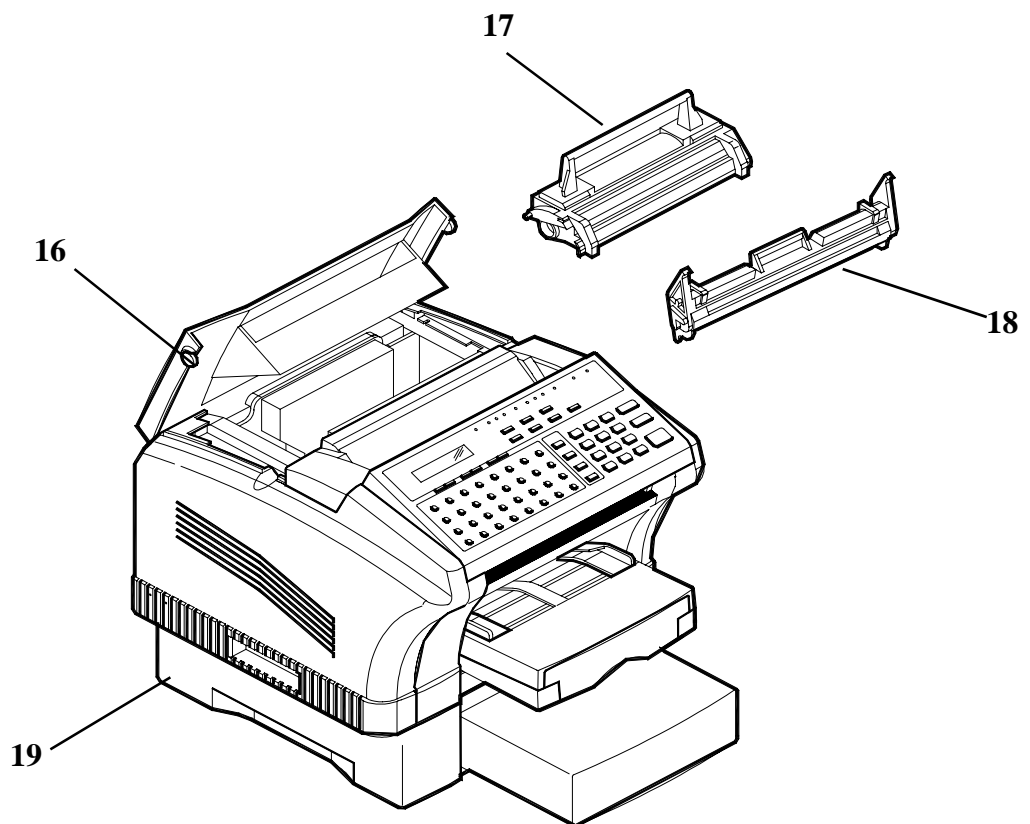
Control Panel Layout

Panel	Description
1. Display	The LCD Display provides you with instructions and information about fax, I-Fax, copying, printing, programming and operational functions.
2. Resolution Keys	Press this key to select the desired resolution for scanning: **Standard:** Use for normal documents. This is the default. **Fine:** Use for documents with fine lines or characters. **Ex-Fine:** Use for very fine maps, drawings or extremely detailed originals. **Half Tone:** Use for photographs or shaded drawings.
3. Original Type Key	Press this key to select the type of original you are using: **Normal**: Use this for most of the regular documents. **Light**: Use for documents with very fine or light characters. **Dark**: Use for documents that are dark.
4. Sleep /Wakeup Key	Press this Key to turn the machine in standby mode.
5. Auto RX Light	This light indicates the receiving mode of the Facsimile: **ON:** The facsimile will receive documents automatically. **OFF:** The facsimile will receive documents manually.
6. Error Light	The **ERROR** Light illuminates if there is a problem with the unit such as paper jam. After the problem has been corrected or when the **STOP** Key is pressed, the light turns OFF.
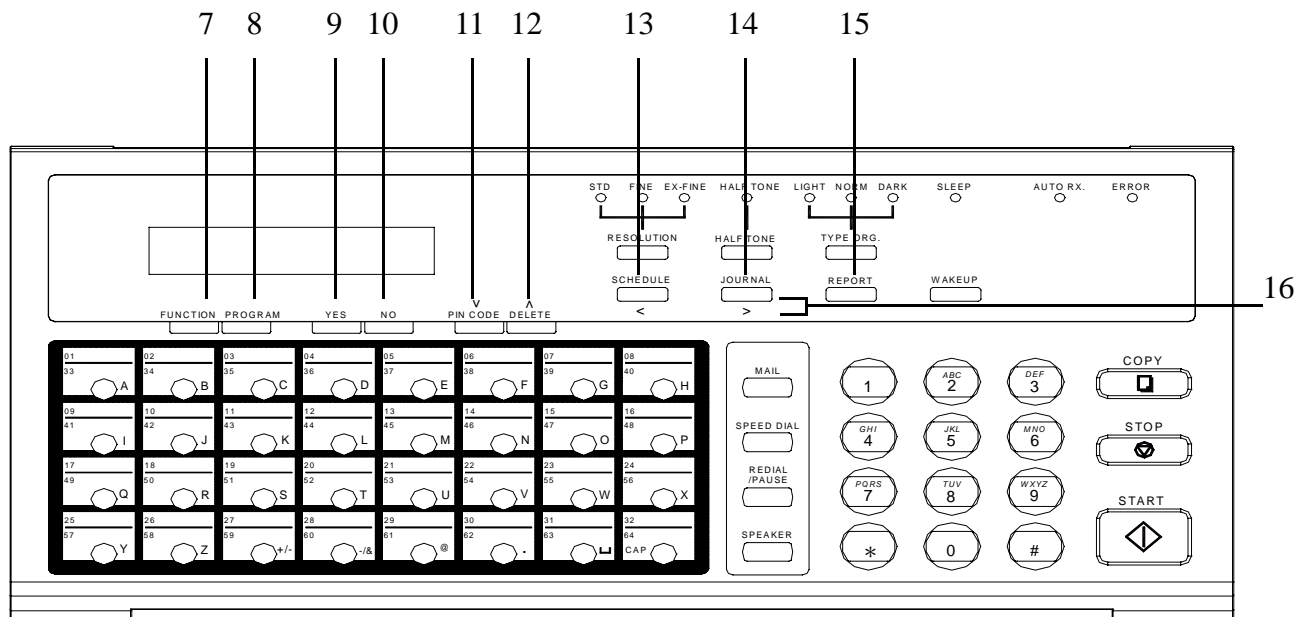
Panel	Description
7. Function Key	The **FUNCTION** Key allow access to the Function Menu. Set Functions by pressing the **FUNCTION** Key first and then selecting the desired function using numeric keys or the **FUNCTION** Key.
8. PROGRAM Key	Press the **PROGRAM** Key to enter the set menu and program your desired function using either numeric keys or the arrow on the display.
9. YES Key	The **YES** Key is used to accept the selections made under **PROGRAM** and **FUNCTION** menus.
10. NO Key	The **NO** Key is used to reject the selections made under the **PROGRAM** and **FUNCTION** menus.
11. Pin Code Key	This key is used to input personal identification number for some telephone systems when you dial an outside number.
12. Delete Key	When in a Program mode, it is used to Delete an entry.
13. Schedule Key	Press this key to view the transaction in memory file, such as memory transmission or polling.
14. Journal	Press this key to view the transaction result the same as in an activity report. This shows the session number, remote ID or dial number and result.
15. Report Key	This key is used to choose your desired report, press **YES** to print out the report if you need.
16. Arrow Keys (← → ↑ ↓)	Used to move cursor to the right or left one position or to scroll through the menu. Use the ↓ Key to enter ITU-T Sub-address in setting One-Touch or Speed Dial Keys.

Panel	Description
17. One-Touch Keys	The One-Touch Keys are used to store frequently dialled numbers. Any of the Keys can be assigned as One-Touch Keys or Group Dial Keys. In addition, the last eight keys can be used as Program Keys. Each Group Key can hold up to 50 One-Touch or Speed Dial numbers.(32 One-Touch Keys is applicable for MINOLTAFAX2800, 64 One-Touch Keys for MINOLTAFAX3800.)
18. The "+" Key	Used to register a combination dial in a One-Touch or Speed Dial Key, This symbol must follow the initial number and be followed by a number stored in the One-Touch, Speed Dial Key or entered via the Ten-Key Pad.
19. Mail Key	Use this key to receive or transmit E-Mail.(With upgrade I-Fax card)
20. Speed Dial Key	Use this to initiate speed dialling. Press the **SPEED DIAL** key and your three-digit code to start a transmission.
21. Redial/Pause Key	**Redial**: Press this key to redial the last telephone number called. **Pause**: Press this key to insert a pause in the number being stored. When you press this key, a "P" is inserted within a number causing a 2.5 second delay when dialing. This is useful if you must dial a prefix, such as 9 to pause briefly in order to access an outside telephone line. (A "P" after a series of numbers adds 10 seconds to the normal time the machine waits for a remote receiver to answer a call.)
22. Speaker Key	Press this key to switch the unit to the telephone line for direct (manual) dial from the machine's keypad. When pressed first, it also allows you to hear the dialing when using One-Touch, Speed Dial, etc.
23. "*" Key	Press the "*" Key for tone dialing while your unit is set for pulse dialing. (This key is only effective when the **SPEAKER** Key is used.)

Panel	Description
24. Keypad	These twelve keys work for the internal telephone in the fax unit just like the keypad on regular touch tone phones. You can use the keypad to dial a remote unit directly or to assign codes and telephone numbers to One-Touch and Speed Dial locations.
25. "#" Key	Press the "#" Key to access internal line or PSTN line when your unit is set for use over a PBX line.
26. Copy Key	Press the **COPY** Key to initiate copying documents that are loaded on the Document Feed Tray.
27. STOP Key	Use this key to stop copying, transmitting, dialling waiting to dial or scanning. You can also press the **STOP** to return from any operation mode back to the standby status.
28. START Key	Press the **START** Key to begin transmitting, scanning, copying or manual fax reception.

Definition of Display Symbols

The LCD Display shows the date, time of day, amount of memory available for use, fax numbers, fax conditions and other information by means of either a message or graphic. The follow table is a list of icons that can appear on the LCD Display

	Signifies a fax or phone number.		Shown while the remote fax number is being rung.
	Prompts you to enter a fax number.		Shown while the user's local fax is being rung.
	Indicates the pause function is set into the destination's fax number. Example 0P412641267		Shows the number of pages. Example: A single page.
	Indicates when the Internal PBX function is set into the destinations's fax number.		Shown while a document is being transmitted to the other party.
	Indicates when the Sub Address is set into the destination's fax number. Example: 4126412 :8108		Shown while a document is being received from the other party.
	Indicates that a polling transmission function has been stored in memory.		Indicates that a document to be transmitted by the timer transmission function has been stored in memory.
	Indicates when the External PBX to PSTN function is set into the destination's fax number	@	Indicates that a document to be transmitted by the Internet Fax.

Basic Operations

Sending a Document

Note: To use some of the fax functions such as One-Touch and Speed Dial you must first program your unit. If your unit has not yet been programmed, refer to Chapter 4 Programming.

Using Memory Transmit

Since your fax unit provides multi access capabilities, you can scan documents into memory for transmission, even if your unit is in the process of transmitting data from memory, receiving data or printing a file from the PC.

Note: If the unit runs out of memory during scanning, you can use manual transmission by pressing the SPEAKER key or by using the Direct Transmit ADF TX procedure.

1 Place your document face down on the Document Feed Tray.

```
NOV.07 12:34      100%
-SET DOC. FACE DOWN-
```

2 Adjust the Document Side Guides to the edges of the document.
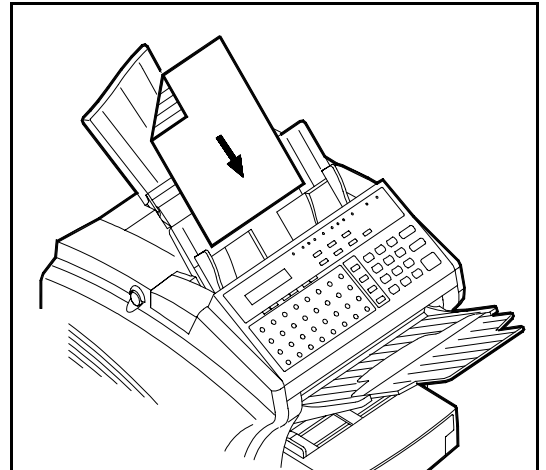
3 Use the TYPE ORG. Key to select the desired contrast:

Use this setting	for this
Normal	Regular documents. (Default)
Dark	Documents that are dark.
Light	Documents with very fine or light characters.

4   Use the RESOLUTION Key to select the desired resolution:

Use this setting	for this
Standard	Documents with standard size characters, such as typed documents.
Fine	Documents with smaller size characters, like newsprint. (Copy Default)
Extra Fine	Documents with very fine or light characters.

5   If you are sending a photograph, press the HALF TONE Key for best results.

6   Enter the remote Fax number using the numeric Key Pad.

```
☎= ENTER FAX NO.
➡  or FUNCTION
```

- The unit scans the document into memory and sends it to the location you selected.
- The unit automatically returns to standby mode when finished transmitting.

7   To stop a transmission, press the STOP Key.
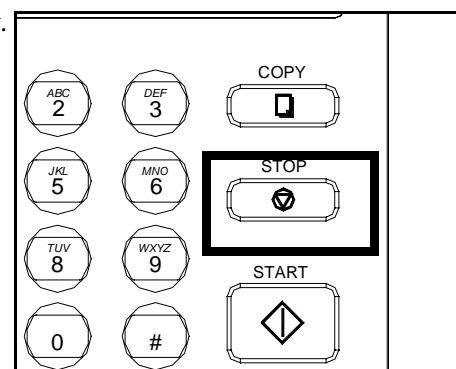
Memory Overflow Transmit

When your unit senses it runs out of memory if a half page of your document is being scanned in ADF, it will stop transmission and following LCD messages appeared, press the STOP key to recover your machine at stand by state and press STOP key again to reject your document out from ADF.

```
CAUTION
MEMORY FULL
```

```
* CAUTION*
MEM.FULL/TX CANCEL
```
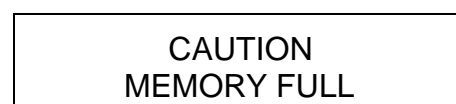
● In this situation ADF TX is recommended, it will scan one page and TX one page and scan one page and so on, refer to page 4-27

Note: Prior to placing the original face down on the document feeder for transmission, the fax number can be entered on the MINOLTAFAX 2800 / 3800. This enables you to reference the fax number on the original, enter the number and then place the original face down for transmission.

Using the SPEAKER Key

Use the SPEAKER dial sequence when it is necessary to listen to the "Handshake". This is an important troubleshooting aid to see if a transmission fault is phone related or not. It is possible to dial a location using any combination of TEN-Key, One Touch Dial, or Speed Dial Directories.

1 Place your document face down on the Document Feed Tray.

2 Adjust the Document Side Guides to the edges of the document.

3 Use the TYPE ORG. Key to select the desired contrast:

4 Use the RESOLUTION Key to select the desired resolution:

5 Press the SPEAKER Key.

6 Enter the remote fax number using one of the entry methods.
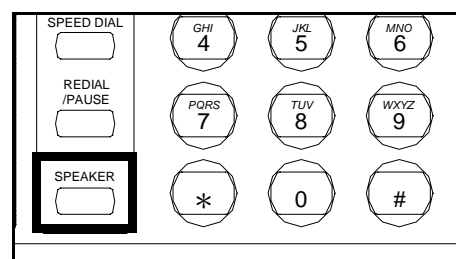
7 listen until the remote fax unit answers, then press the START Key.

```
⇄⟧ (7776665555)
 -PUSH START KEY-
```
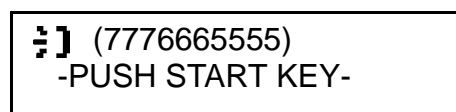
8 To stop a transmission already in progress, press the STOP Key.

Using Combination Dial

This is used when the number exceeds the 30 digit limit for a single location. The number is split between two locations and the two are automatically linked when the first of the two is used. It is possible to input dialing numbers continuously. You can enter another One-Touch, Speed Dial or Ten Key followed by the combination dial numbers (phone numbers last digits is '+' in One Touch or Speed Dial Key). The telephone number limit is 30 digits.

1   Place your document face down on the Document Feed Tray.

2   Adjust the Document Side Guides to the edges of the document.

3   Use the TYPE ORG. Key to select the desired contrast:

4   Use the RESOLUTION Key to select the desired resolution:

5   Press a One-Touch Key.

   • The One-Touch number should have a "+" at the end indicating an additional Key has been programmed to extend the length of the number.

6   Press the second One-Touch key containing the additional numbers and press START.

   • The unit scans the document into memory and sends it to the location you selected.
   • The unit automatically returns to standby mode when finished transmitting.

7   To stop a transmission, press the STOP Key.

Dialing Methods

You can use the following methods to dial a remote facsimile number from your unit.

Use this setting	for this
1. Key Pad Dial	Dial the number of the remote facsimile using the numeric keypad. You can also use the Arrow Key to correct any mistakes. (A maximum of 30 digits are allowed, including the "PAUSE" (P).
2. One Touch Dial	Press a ONE TOUCH Key. Its number will be displayed and the unit scans the document and dials the number automatically. See the Advanced Operations.
3. Speed Dial	Press the SPEED DIAL Key and enter a three-digit dial number from the keypad. The Speed Dial number is shown on the display. The unit scans the document and dials the number automatically.
4. Group Dial	Press a ONE-TOUCH Key. Any One-Touch Key can be programmed for Group Dialing. The Group Name is shown on the display. The unit scans the document and dials the numbers automatically.
5. Program Dial	Several transmission functions can be programmed in any of the last eight One-Touch Keys. To utilize these functions, press the corresponding One-Touch Key. For example: if you want to set up an after-hours broadcast which is performed regularly, you can register the necessary functions in a Program Dial Key.
6. Using Combination Dial	If the One-Touch or Speed Dial phone number displays a "+" as the last character, additional numbers are necessary to complete the dialing. The additional numbers may be stored in a One-Touch or Speed Dial location, or may be entered using the key pad.
7. Using the "#" Key	In most PBX applications, a prefix is necessary ahead of the outside phone number in order to access an outside line. Once this prefix number has been programmed into the machine, pressing the "#" Key automatically enters it in the string.

Receiving a Document

Use automatic receiving when you want your fax to automatically receive faxes without any intervention from you.

Auto Receive

1   Make sure your unit is ready to receive.

```
NOV.07 12:34      100%
-SET DOC. FACE DOWN-
```

- When your unit rings, the LCD shows this message.

```
☎ (           ) 100%
-SET DOC. FACE DOWN-
```

- If the sending location is recognized, the blank is filled in with the name or telephone number of the location.

```
☎ (CHICAGO)  100%
-SET DOC. FACE DOWN-
```

- When the transmission is complete this message is displayed. The number at the end of the second line indicates the number of pages sent.

```
*RX COMPLETE*
CHICAGO           20P
```

- When the document starts to print, the following message is displayed. The return of the second line shows that other operations such as sending a Fax or making a copy are now available.

```
*PRINT DOC*       90%
-SET DOC. FACE DOWN-
```

- When the final page prints, the display shows the following message. The number shows the number of pages printed

```
*PRINT COMPLETE*
                  20P
```

Manual Receive

In the manual receive mode, you can talk to the caller and start the receive the document after the conversation is over.

1 When your unit rings, answer the phone.

```
NOV.07 12:34      100%
-SET DOC. FACE DOWN-
```

2 If it is evident that it is a fax transmission, press the START Key on your unit and then replace the phone on the cradle.

```
*TALKING*
```

- An intermittent tone after picking up the handset indicates a fax call.

- When your unit recognizes the signal as a fax call, the LCD shows this message.

```
▣: (             ) 100%
-SET DOC. FACE DOWN-
```

- If the sending location is recognized, the blank is filled in with the name or telephone number of the location.

```
▣: (CHICAGO)  100%
-SET DOC. FACE DOWN-
```

- When the transmission is complete this message is displayed. The number at the end of the second line indicates the number of pages sent.

```
*RX COMPLETE*
CHICAGO          20P
```

- When the document starts to print the following message is displayed. The return of the second line shows that other operations such as sending a Fax or making a copy are now available.

```
*PRINT DOC*       90%
-SET DOC. FACE DOWN-
```

- When the final page prints, the display shows the following message. The number shows the number of pages printed.

```
*PRINT COMPLETE*
                 20P
```

Memory Receive (Memory Lock)

This option saves all incoming faxes into memory. To access and print these documents, you must enter a password.

> **Note: If you don't have a password, contact your Key Operator to provide this.**

1 With your unit in a ready position, the following message appears.

```
<<M-RX>>          100%
-SET DOC. FACE DOWN-
```

2 When your unit rings, the LCD shows this message.

```
 (            )  100%
-SET DOC. FACE DOWN-
```

3 If the sending location is recognized, the blank is filled in with the name or telephone number of the location.

```
 (CHICAGO)  100%
-SET DOC. FACE DOWN-
```

4 When the transmission is complete this message is displayed. The number at the end of the second line indicates the number of pages sent.

```
*RX COMPLETE*
CHICAGO           20P
```

5 The document 'prints' into memory.

```
<<M-RX 10P>>       80%
-SET DOC. FACE DOWN-
```

6 When the final page 'prints', the display shows the following message. The number shows the number of pages printed.

```
*PRINT COMPLETE*
                  20P
```

> **Note: If you want to print documents from memory receive, please refer to chapter3--Print Memory RX.**

Substitute Memory Receive

If the facsimile unit should encounter any of the following situations, it will switch from direct reception mode to memory reception mode.

- Machine runs out of paper
- Machine runs out of toner
- Printer Cover is open
- Recording Paper Jam
- Machine trouble

1 With your unit in a ready position, the following message appears.

```
NOV.07 12:34      100%
-SET DOC. FACE DOWN-
```

- When your unit rings, the LCD shows this message.

```
🖶 (          )  100%
-SET DOC. FACE DOWN-
```

- If for any of the above reasons your unit cannot receive and print the message, an error message is displayed.

```
*MEMORY RX*        15P
RECORDING PAPER JAM
```

2 Take whatever actions are required to clear the error.

- When the error is removed, the unit returns to normal operation and starts printing the documents stored in memory.

```
*PRINT DOC.     80%
-SET DOC. FACE DOWN-
```

- When the final page prints, the display shows the following message. The number shows the number of pages printed.

```
*PRINT COMPLETE*
                15P
```

Making Copies

With your facsimile unit, you can make from 1 to 99 high quality copies of an original document. The Document Feeder can hold up to 50 originals.

Procedure

1 Place your document face down on the Document Feed Tray.

2 Adjust the Document Side Guides to the edges of the document.
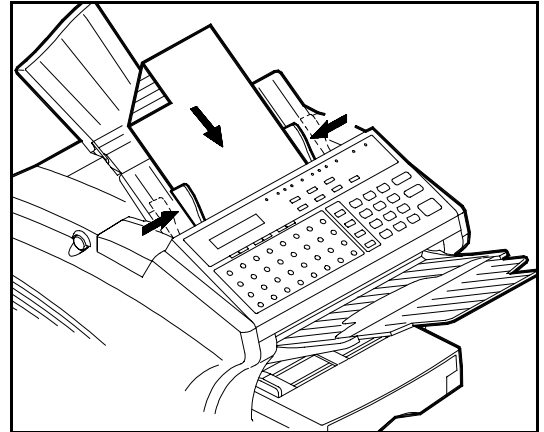
3 The LCD Message Display indicates the following:

> ⊟= ENTER FAX NO.
> ➜or FUNCTION

4 Use the TYPE ORG. Key to select the desired contrast:

- Use NORM for regular documents.
- Use LIGHT for documents with very fine or light characters.
- Use DARK for documents that are dark.
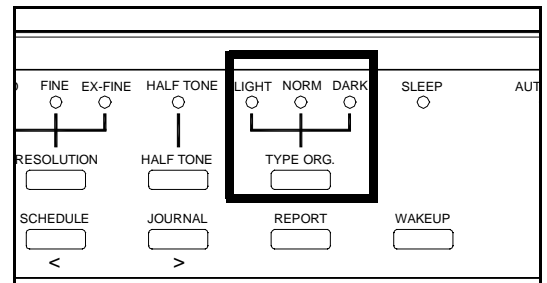
5 Use the RESOLUTION Key to select the desired resolution:

- Use STD (Standard) for documents with standard size characters, such as typed documents.
- Use FINE for documents with smaller size characters, like newsprint.
- Use EX-FINE for documents with very fine characters.
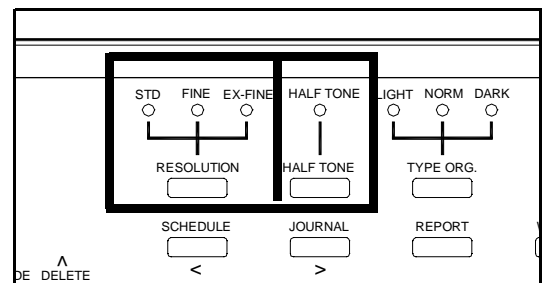
6 Use HALF TONE for documents such as photos that have a gray scale. HALF TONE may be used in combination with Original Types and Resolution Keys.

7 Press the COPY Key.
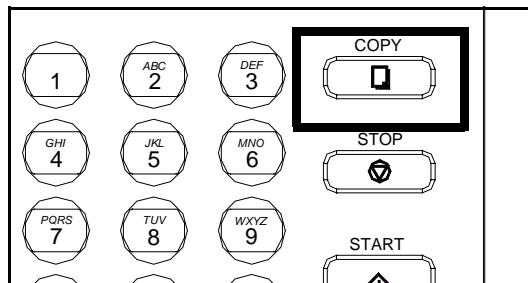
8 The LCD readout displays the following:

```
*COPY*  COPIES=01
 OK=START
```

9 Enter the number of copies you need using the Numeric Keypad.

```
*COPY*  COPIES=02
OK=START(SORT=YES)
```

10 If you have entered more than "1" as your quantity, press the YES Key to sort the set, or press START to STACK the sets.

This mode	does this
STACK (Default)	Copies the original document according to the page number order. Example: If you are making two copies of pages 1 through 4, the copies are produced in this order: 1, 1, 2, 2, 3, 3, 4, 4
SORTER	Copies the original document according to sort order. Example: If you are making two copies of pages 1 through 4, the copies are produced in this order: 1, 2, 3, 4, 1, 2, 3, 4

- The unit scans the document into memory and then makes copies.
- The unit automatically returns to standby mode.

Advanced Facsimile

Using the Function Menu

The FUNCTION Key is used to access the most often used fax functions. Listed below are the menus you will encounter.

FUNCTION	1 BROADCAST
	2 TIMER TX
	3 MAILBOX TX
	4 PRINT MAILBOX RX
	5 PRINT MEMORY RX
	6 POLLING TX
	7 POLLING RX
	8 RELAY INITIATE

1 To access these functions, press the FUNCTION Key.

```
NOV.06 15:38        100%
-SET DOC. FACE DOWN-
```

2 To select an option, perform one of the following:.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

- Press the number of the item you want.

- OR, Press FUNCTION a second time and use the arrow keys to go the menu item you want.

- OR, Press FUNCTION continually until you reach the menu item you want.

Broadcast

The Broadcast feature allows you to send the same document to up to 148 destination on the MINOLTAFAX2800 and 180 destination on the MINOLTAFAX3800 in the same session. The facsimile will scan the document into memory and transmit it sequentially to different destinations.

The facsimile can broadcast to destinations consisting of all One-Touch Dials, 100 Speed Dials and 16 manually dialed numbers.

If you frequently send documents to the same multiple location, you can set up a Group Dial Key to automatically broadcast to these locations. See the Facsimile Programming Chapter for more info.

Procedure

1 Select the Original Type, Resolution if necessary and place your document in the Document Feeder face down.

```
NOV.06 15:38        100%
-SET DOC. FACE DOWN-
```

2 Press the FUNCTION Key and enter 1 to select the Broadcast function.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

3 The following message appears briefly to confirm your selection.

```
1 BROADCAST
```

4 Enter the Broadcast location number. This can be a One-Touch Key, a Speed Dial Key, a Group Dial Key, a Combination Dial Key, or manually entered telephone numbers. Press YES between location.

```
NO.001=_
  OK=YES     (DEL=NO)
```

5 When all the numbers have been entered, press START to begin your Broadcast session

```
NO.002=_
          (Fin.=START)
```

Timer TX (Delay Transmission)

This feature allows you to set a specified start time within 24 hours to send documents at a later time. Set the reservation timer using military time (24 hour format). This functions can also be combined with Broadcast, Mailbox TX, Polling RX, or Relay Initiate.

Procedure

1 Select the Original Type and Resolution if necessary and place your document in the Document Feeder face down.

```
NOV.06 15:38       100%
-SET DOC. FACE DOWN-
```

2 Press the FUNCTION Key and press 2 to select the Timer TX menu.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

3 The following message appears briefly to confirm your selection.

```
2 TIMER TX
```

4 Enter the time you wish the Transmission to begin.

```
TIMER=_0:00
  OK=YES
```

5 Enter the destination fax number. If you press FUNCTION, the available types of Delay Transmissions are: manually entered fax number, Broadcast, Mailbox Polling RX or Relay Initiate.

```
=ENTER FAX NO.
 or FUNCTION
```

Mailbox TX

This operation is normally used to send confidential messages. Mailbox TX allows the sender the ability to send a fax message to a remote machine to be stored in memory. Only the user with the correct password can print the document. This function works only with a compatible fax machine that is set up for Mailbox reception. You need to enter the correct Mailbox ID and Mailbox PW for successful transmission.

Procedure

1 Select the Original Type, Resolution if necessary and place your document in the Document Feeder face down.

```
NOV.06 15:38       100%
-SET DOC. FACE DOWN-
```

2 Press the FUNCTION Key and press 3 to select the Mailbox TX menu.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

3 The following message appears briefly to confirm your selection.

```
3 MAILBOX TX
```

4 Enter the destination fax number.

```
☎=ENTER FAX NO.
```

```
☎=
  OK=YES       (DEL=NO)
```

5 Enter 20-digit the Mailbox ID.

```
MAILBOX ID=
  OK=YES
```

6 Enter the 20-digit Mailbox Password and press YES.

```
PASSWORD=
  OK=YES
```

Print Mailbox RX

This operation is normally used to receive confidential messages. Mailbox TX allows the sender the ability to send a fax message to your machine to be stored in memory. Only the user with the correct password can print the document. This function works only with a compatible fax machine and your machine must be set up for Mailbox reception. You need to enter the correct Mailbox Password to access the documents in your Mailbox.

Your fax unit can be programmed with up to 10 virtual mailboxes. Each Mailbox is assigned a 20-digit Password. This Password is required to access the documents setting in your Mailbox.

> **Note: To set up a Mailbox and assign a Password or to change your present one, contact your Key Operator for assistance.**

Procedure

1 Press the FUNCTION Key and press 4 to select the Print Mailbox RX menu.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

2 The following message appears briefly to confirm your selection.

```
4 PRINT MAILBOX RX
```

3 Enter the 20-digit Mailbox PW to your Mailbox and press YES.

```
MAILBOX PW=_
  OK=YES     (DEL=NO)
```

4 If you enter the wrong PW you are prompted and then given an opportunity to enter the correct PW number.

```
*WRONG MAILBOX PW*
```

5 When the contents of your Mailbox has printed, you are prompted that printing is complete.

```
*PRINT COMPLETE*
```

Print Memory RX

1 Press the FUNCTION Key and press 5 to select the Print Memory RX menu.

> FUNCTION
>   SEL. 1-8 OR FUNCTION

2 The following message appears briefly to confirm your selection.

> 5 PRINT MEMORY RX

3 Enter your Memory RX password (20-digit) and press YES.

> PASSWORD=_
>   OK=YES   (DEL=NO)

4 When the content of your Memory RX has printed, you are prompted that printing is complete.

> *PRINT MEMORY RX*

> *PRINT COMPLETE*

Polling TX

Polling TX allows you to set a document to be retrieved by a remote fax machine. Your fax machine will automatically send the stored document in response to polling requests from remote devices. You need to set a polling ID and 20-digit security code to prevent unauthorized polling.
Polling TX offers Single and Multi Modes.

- In Single Mode, the specified file will be deleted after it has been successfully transmitted.
- In Multi Mode, the specified file has to be manually deleted during a polling TX or by Cancel Reservation Session.

    Note: You need to set a 4-digit security code to prevent unauthorized polling. Contact your Key Operator to have this set up for you.

Procedure

1 Select the Original Type, Resolution if necessary and place your document in the Document Feeder face down.

NOV.06 15:38   100%
-SET DOC. FACE DOWN-

2 Press the FUNCTION Key and press 6 to select the Polling TX menu.

FUNCTION
SEL. 1-8 OR FUNCTION

3 The following message appears briefly to confirm your selection.

6 POLLING TX

4 Enter the 20-digit Polling ID.

POLLING ID=_
OK=YES   (DEL=NO)

5 Enter the 20-digit Polling PW and press YES.

POLLING PW=_
OK=YES   (DEL=NO)

6 If you enter a registered polling ID you are prompted and then given an opportunity to delete this stored Polling TX or keep as it is.

REGISTED!   KEEP?
OK=YES   (DEL=NO)

7 Select either Single or Multi and press YES
   to start the Polling session.

   ```
   *SINGLE        MULTI
   -SELECT&PUSH"YES"-
   ```

8 Your document is scanned into memory,
   ready for it to be polled. The "P" in the
   Message Display indicated the Polling
   Document is in memory.

   ```
   NOV.06 15:38   P   100%
   -SET DOC. FACE DOWN-
   ```

Polling RX

Polling RX allows you to obtain stored documents in another fax by calling the remote fax and instructing it to transmit. To receive (poll) the document, you need to enter the correct polling PW number.
Your unit sends the Polling PW code to the remote unit. The remote unit allows your unit to poll if your PW code matches the remote unit document PW.

Note: Contact the Key Operator of the remote unit for the correct Polling PW number.

Procedure

1 Press the FUNCTION Key and press 7 to select the Polling RX menu.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

2 The following message appears briefly to confirm your selection.

```
7 POLLING RX
```

3 Enter the One-Touch key of the remote fax unit or enter the phone of the remote unit manually and press YES.

```
NO.001=_
  OK=YES     (SEP= ↓ )
```

4 Enter the 20-digit Polling ID.

```
POLLING ID=_
  OK=YES     (DEL=NO)
```

5 Enter the 20-digit Polling PW for the remote location.
If you do not have this PW, you will have to contact the Key Operator for the remote fax unit for this information.

```
POLLING PW=_
  OK=YES   (DEL=NO)
```

6 You are given the opportunity to enter additional locations to poll. To finish, press START.

```
NO.002=_
              (Fin.=START)
```

7 You are given the opportunity to check the destinations you have selected. To initiate the Polling session, press START.

```
CHECK DESTINATIONS?
  OK=YES    (Fin.=START)
```

Continuous Polling RX

Your unit can be programmed to continuously poll up to ten groups. Each group can contain up to ten location. This allows a central unit to poll remote units on a continuous basis. Any time a document is placed in the remote unit for Polling TX, your machine will automatically receive it. Refer to the Program section for programming details. (Refer to page 4-36)

Relay Initiate

Relay TX allows the operator to make one long distance call to a remote unit and the remote unit will relay the message to one or more fax units in the local area. With this function, you can save valuable time and telephone charges. This function can also instruct the remote fax machine to send an activity report to one of its One-Touch or Speed Dial location.

> **Note: If no One-Touch or Speed Dial Keys were set up, no reports will be generated.**

Procedure

1 Select the Original Type, Resolution if necessary and place your document in the Document Feeder face down.

```
NOV.06 15:38        100%
-SET DOC. FACE DOWN-
```

2 Press the FUNCTION Key and press 8 to select the Relay Initiate menu.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

3 The following messages appear briefly to confirm your selection.

```
8 RELAY INITIATE
```

4 Enter the destination fax number.

```
🔓=ENTER FAX NO.
```

```
🔓=
  OK=YES     (DEL=NO)
```

5 Enter the 20-digit Relay Box ID.

```
RELAY BOX ID=
  OK=YES
```

6 Enter the 20-digit password.

```
PASSWORD=
  OK=YES
```

Using Combination Dial

Because the telephone number in each One-Touch and Speed Dial location is limited to 30 digits, it might be necessary to combine two or more One-Touch or Speed Dial locations to call one location.

Procedure

1 Select the Original Type, Resolution if necessary and place your document in the Document Feeder face down.

```
NOV.06 15:38       100%
-SET DOC. FACE DOWN-
```

2 Press any of the One-Touch or Speed Dial Keys you have programmed.

```
ONE TOUCH 01
 YES / or  ←  →
```

3 The following messages appear briefly to confirm your selection.

```
ONE TOUCH 01
```

4 If the displayed number has a "+" as the last digit, additional numbers must be used to dial this locaiton.

```
☎= 1234+
```

5 At this point, you have the option to enter the additional numbers using the Ten-Key Pad, selecting another One-Touch Key or entering another Speed Dial number.

6 Enter your selection.

7 To begin transmitting, press START.

```
☎= 12345678
      (TX=START)
```

JOURNAL Key

The Journal Key allows users to press the Up or Down Arrow Keys to check the transmission results of the last 60 communications on the LCD screen. Pressing the START Key then prints the report.

1 With your unit at a ready condition, press the Journal Key.

```
NOV.06 15:38        100%
-SET DOC. FACE DOWN-
```
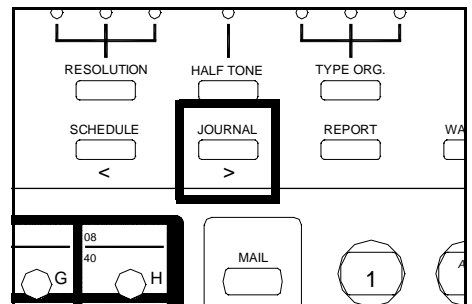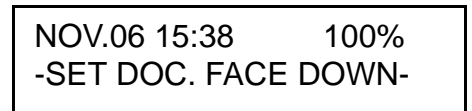

2 Using the Up and Down Arrows, select the TX you wish to check the status on.

```
1 (MAR.01 14:00)TX
NY OFFICE     -OK
```
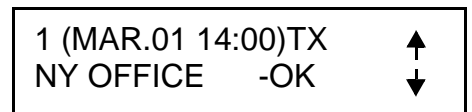
3 Press the START Key to print the report.

REPORT Key

The Report Key allows users to press the Up or Down Arrow Keys to print a desired report. Pressing the YES Key then prints the report.

1 With your unit at a ready condition, press the Report Key.

```
NOV.06 15:38      100%
-SET DOC. FACE DOWN-
```
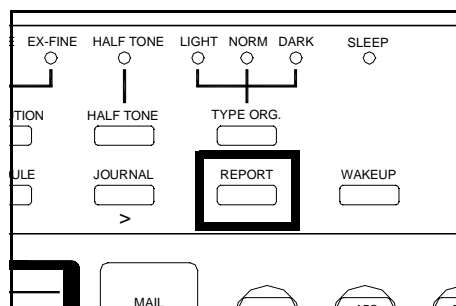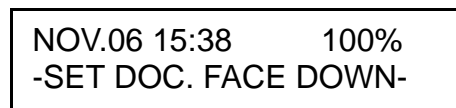

2 Using the Up and Down Arrows, select the Report you wish to print. The report in the order they appear are:

```
TX RESULT REPORT?    ▲
 OK=YES              ▼
```

- TX RESULT REPORT?
- RX RESULT REPORT?
- ACTIVITY REPORT?
- MEMORY DATA LIST?
- MEMORY IMAGE PRINT?
- ONE-TOUCH LIST?
- SPEED DIAL LIST?
- KEY SETTING LIST?
- MACHINE STATUS LIST?
- CONTINU. RX LIST?
- RELAY BOX LIST?

3 Press the YES Key to print the report.

Reports

Many of the available reports can be programmed to print automatically. If you wish to have these set up, contact your Key Operator to set these up or refer to the Chapter on Programming.

Transmit Message Confirmation

If TX Message Confirmation Report is turned ON, this unit automatically prints a Confirmation Report. If it is turned OFF, you can still check transmission results by printing the Activity Report or pressing the JOURNAL Key to view the Journal on the LCD.

If the transmission is successful, the unit prints a report with the date and time, the receiver's number, the number of pages that were sent and other useful information.

If the document was scanned into memory, the report prints a copy of the first page of the transmission on the report for your reference.

If the transmission was not completed, the unit prints out an error report.

Manual TX Report

This function can be used to save paper and bulk in your files by printing the TX Results on the back of the original.

1   When the document has finished sending, place it face up in the By-Pass Feed Tray.

2   Press the JOURNAL Key.

3   If you are doing this immediately after sending the document, press START.

4   If there has been other sessions since your transmission, use the Arrow Keys to scroll through the list and locate the phone number you sent to and press START.
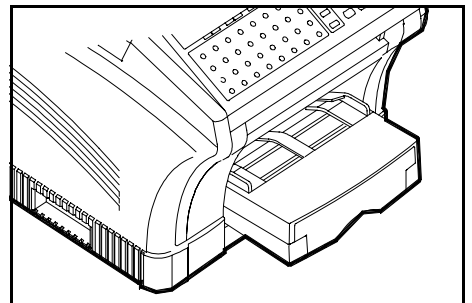
SCHEDULE Key

Press this key to view the transaction in memory file, such as memory transmission or polling. You can press the YES key to cancel this schedule.

1 With your unit at a ready condition, press the Schedule Key.

```
NOV.06 15:38        100%
-SET DOC. FACE DOWN-
```
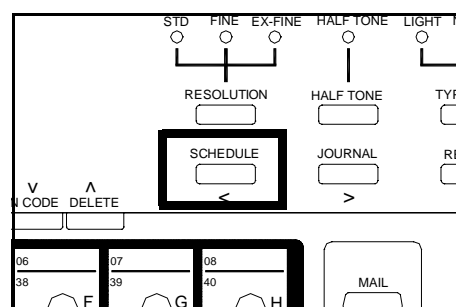

2 If there are no messages in memory, the following message appears.

```
*NONE*
```

3 Messages in memory, the following message appears. Press the Up and Down Arrow Keys to select the desired message.

```
001[14:55] B-CAST
DELETE or (CONF.=→)
```

4 Press the Right Arrow Key to Confirm the location this message is being set to.

```
001[14:55] B-CAST
DELETE or (CONF.=→)
```

5 Use the Up and Down Arrows to select the locations you wish to check and press YES.

```
001=DALLAS
  CHECK FINISH=YES
```

6 If you selected Delete in Step 4, you are given the opportunity to delete that transmission.

```
004[1234] POLL TX
          CANCELED
```

PIN CODE Key

The PIN CODE (Personal Identification Number) prevents unauthorized personnel from making calls. Some office telephone systems require you to enter not only the phone number but also a PIN number when you dial an outside line. You can dial a PIN plus fax number, but the PIN will not appear in the LCD or on any printout.

1 With your unit at a ready condition, press the PIN CODE Key.

```
NOV.06 15:38        100%
-SET DOC. FACE DOWN-
```
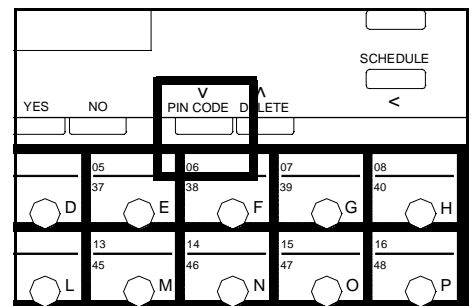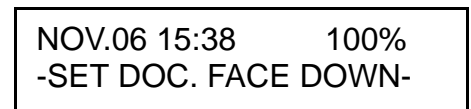
2 Enter your PIN Code, make sure it is correct and press YES.

```
PIN=_
  OK=YES
```

3 Select the remote location using a One-Touch Key, a Speed Dial Key or manually entering the number from the 10-Key Pad.

```
☎=_
              (TX=START)
```
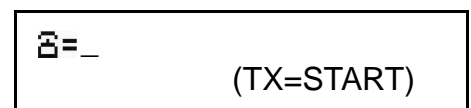
> **Note: The entry of your PIN is active only for this session and must be re-entered for each new session.**

SPEAKER Key

The SPEAKER Key allows the user to transmit manually. The SPEAKER Key also allows you to verify that the line is properly connected by enabling you to hear signals from the speaker built into the fax machine.

1   With your unit at a ready condition, press the Hook Key.

> NOV.06 15:38   100%
> -SET DOC. FACE DOWN-
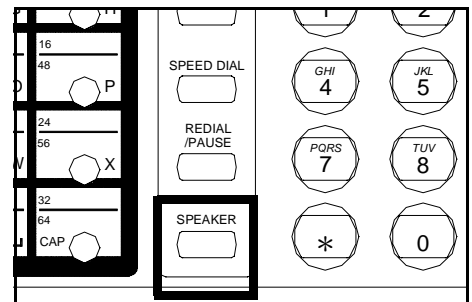
2   Enter the number of the remote unit you wish to transmit to using a One-Touch Key, Speed Dial Key or manually entering it using the 10-Key Pad.

> *SPEAKER*

3   Once the remote machine has answered, press the START Key to begin the transmission.

> ⁝] (DALLAS)
>   -PUSH START Key-

4   Press the Right Arrow Key to Confirm the location this message is being set to.

> 001[14:55] B-CAST
> DELETE or (CONF.=→)

- While the message is being sent you can hear the tones and this message appears.

> 001=DALLAS
>   CHECK FINISH=YES

- While the message is being sent you can hear the tones and this message appears.

> ⏸⏸ (DALLAS)   ▱1

F Codes

F codes have been standardized by the Communications Industry Association of Japan and are based upon sub-address communications. These codes enable secure communication between devices of varying manufacturers.
This function is available for Mailbox TX/RX, Relay Broadcasting, Polling TX/RX.

Facsimile Programming

Accessing The User Program Area

This section gives step-by-step instructions on how to program the number to be stored in the One-Touch, Speed Dial and Group Dial Keys. In addition, it shows you how to set up special parameters for each One-Touch Key, including Batch Time and Relay Broadcast.

Menu Navigation

1 Press the PROGRAM Key.

| DIAL REGISTRATION? |
| YES / or 1-6 |

2 Use the Up or Down Arrows to step through the available menu options, or continue to press the PROGRAM Key to step it to the next menu item. The main menu items are:

- DIAL REGISTRATION?
- SCANNING & PRINTING?
- TX OPERATION?
- RX OPERATION?
- MACHINE OPERATION?
- REPORT?
- INITIAL USER DATA?
- SET PRINTER?
- LINE 2 SETTING?
- INTERNET FAX?

    Note: A more complete menu appears on the next page. See "Menu Structure."

3 When on the Initial User Data option, press YES.

| INITIAL USER DATA? |
| YES / or 1-4 |

4 Use the Arrows to step through the available menu items until you find the one you wish to program.

| 1 DATE & TIME? |
| OK=YES |

- 1 DATE & TIME?
- 2 USER FAX NO.?
- 3 USER NAME?
- 4 DEPARTMENT PW?

5 Use the Left, Right, Up or Down Arrows to navigate through the menus.

Menu Structure

Listed below are the PROGRAM Menu selections as they appear in your unit. Also shown are the available selections and the default settings. Once inside each selection, you will find additional help and guidance.

Menu Group	Sub-Menu Selections	Choices Available	Default
DIAL REGISTRATION?	1 ONE-TOUCH DIAL 2 SPEED DIAL 3 GROUP DIAL 4 PROGRAM DIAL 5 BATCH TX 6 RELAY BOX	One-Touch Speed Dial Group Dial Program Dial Start Time	Not Not Not Not Off
SCANNING & PRINTING?	1 RESOLUTION 2 SCAN CONTRAST 3 PRINT DENSITY 4 REDUCTION COPY 5 REC. PAPER SIZE	Standard/Fine/Extra Fine LIGHT/NORMAL/DARK Dark to Light (6 steps) On / Off LETTER / LEGAL / A4	Standard Normal Step 4 Off A4 / Letter(USA)
TX OPERATION?	1 DEFAULT TX 2 CLOSED NETWORK 3 FAX FORWARDING 4 HEADER	MEM TX / ADF TX On / Off On / Off On / Off	MEMORY TX Off On On (Not applicable in U.S.A.)
RX OPERATION?	1 MEMORY RX MODE 2 NO. of RINGS 3 TWO PAGE PRINT 4 REDUCTION RX 5 MAILBOX RX 6 CLOSED NETWORK 7 RX MODE 8 FOOTER 9 CONTINUE POLL RX	On / Off 1 to 16 On / On(Sort) / Off On / Off / Cut Password On / Off Auto / Manual On / Off ON / Off	Off 2 Off On Not Required Off Auto Off Off
MACHINE OPERATIONS?	1 LCD CONTRAST 2 TONE / PULSE 3 BUZZER VOLUME 4 LINE MONITOR 5 REMOTE MONITOR 6 PSTN / PBX 7 POWER SAVE MODE 8 POWER SAVE TIME 9 DRUM COUNTER	DARK ◀ □ □ ■ □ □ ▶ LIGHT Tone / Pulse(10PPS/20) Hi / Low / Off Hi / Low / Off On / Off PSTN / PBX Off / Timer (On and Off) 1 to 120 min	◀ □ ■ □ □ ▶ Tone Low Low Off PSTN Timer 15 min
REPORT?	1 ACTIVITY REPORT 2 RESERV. REPORT 3 TX RESULT REPORT 4 RX RESULT REPORT 5 BROADCAST REPORT 6 TONER LOW REPORT	On / Off On / Off On / Off On / Off On / Off On / Off + Tel #	On Off Off Off Off Off

Menu Group	Sub-Menu Selections	Choices Available	Default
INITIAL USER DATA?	1 DATE & TIME 2 USER FAX NO. 3 USER NAME 4 DEPARTMENT ID	Date & Time User Fax No. User Name On / Off	Jan 1 1990 Required Required Off
SET PRINTER?	1 AUTO CASSETTE SEL. 2 NUMBER OF COPIES 3 SYMBOL SET 4 FONT NUMBER 5 LINE NUMBER 6 *PRINT FONT* 7 PCL4 8 GDI ENHANCE	On / Off 1 to 99 IBM-US(24 types of fonts) 1 to 6 5 to 127 On / Off On / Off	Off 1 IBM-US 1 64 Not Required Off Off
LINE 2 SETTING?	1 LINE 2 FAX NO. 2 TX LINE PRIORITY 3 LINE 2 TONE/PULSE	Line 2 Fax No. Set Line 1 or Line 2 for TX Priority Tone / Pulse	 Line 1 Priority Tone
INTERNET FAX?	1 E-MAIL SETTING 2 SERVER SETTING 3 POP3 INTERVAL 4 TIME OUT SETTING 5 ERROR REPORT 6 TIME ZONE	 1 to 120 minutes 1 to 5 minutes ENABLE / DISABLE	 ENABLE/30min 3min ENABLE

Entering Numbers and Letters

1 To enter numbers into a numeric field, use the 10-Key Pad.
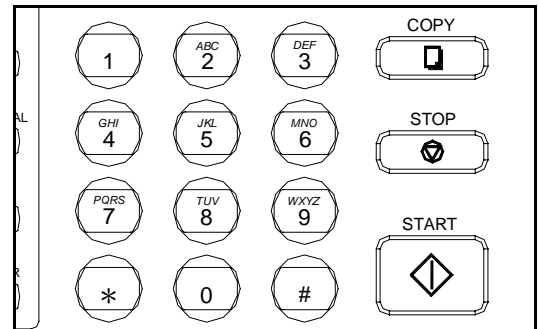
2 To enter letters into an alpha field, use the One-Touch Keys.
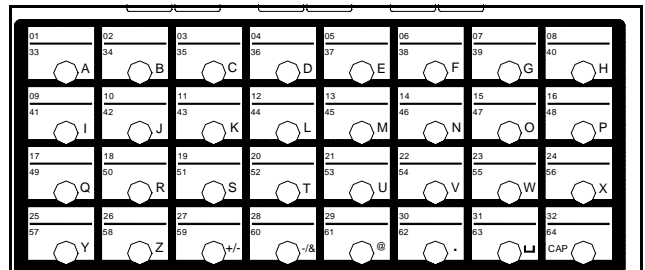
3 To enter a Space between numbers or letters, use One-Touch Key #31.
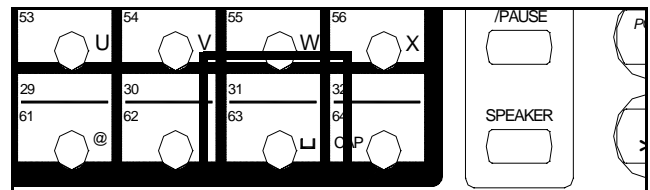
4 To enter a Symbol, press One-Touch Key 28 and then the number of the symbol you need.

symbol list (one touch 28)							
1	&	7	)	13	=	19	;
2	#	8	"	14	<	20	@
3	*	9	.	15	>	21	%
4	–	10	,	16	?	22	[
5	/	11	!	17	$	23	]
6	(	12	+	18	:	24	'

5 To enter a European Symbol, press One-Touch Key 29 and then the number of the symbol you need.

European fonts(one touch 29)							
1	Ä	7	á	13	Å	19	Ñ
2	ä	8	É	14	î	20	¿
3	Ö	9	é	15	à	21	Ø
4	ö	10	í	16	°	22	ø
5	Ü	11	ó	17	ç	23	β
6	ü	12	ú	18	Æ	24	

Initial User Data

Entering The Date & Time

When you set the date and time, they appear on the LCD when the unit is in standby mode. They also print at the top of each page you transmit to another location. The date and time must be set in order to use the Delay Transmit, Broadcast, and Polling functions of your unit. Follow these instructions for entering the current date and time.

1 Use the Menu Navigation procedure on page 4-1 to access the DATE & TIME? menu selection.

```
1 DATE & TIME?          ▲
  OK=YES                ▼
```

2 Press YES. Enter the Time and Date using the 10-Keypad.

```
12:39       '90 01 15
  SET TIME   (OK=YES)
```

3 After entering this information, check to make sure it is correct. If correct, press YES to enter it in memory. If it is incorrect, press NO and re-enter the information.

Entering Your Telephone Number

To have your phone number display on the faxes you transmit:

1 Use the Menu Navigation procedure on page 4-1 to access the USER FAX NO.? menu selection.

```
2 USER FAX NO.?         ▲
  OK=YES                ▼
```

2 Press YES. Enter your number.

```
☎=_
  OK=YES   (DEL=NO)
```

3 After entering your number, check to make sure it is correct. If correct, press YES to enter it in memory. If the number is incorrect, press NO and re-enter the correct number.

Entering Your User Name

To have your user name display on the faxes you transmit:

1   Use the Menu Navigation procedure on page 4-1 to access the USER NAME? menu selection.

```
3 USER NAME?          ▲
 OK=YES               ▼
```

2   Press YES. Enter your name.

```
NAME=_
 OK=YES   (DEL=NO)
```

3   After entering your name, check to make sure it is correct. If correct, press YES to enter it in memory. If the name is incorrect, press NO and re-enter the correct name.

Setting Department PW

Note: This function is set by the Key Operator. Please direct all questions to them.

Machine Operations

This section describes the choices available in the Machine Operations Menu. Some choices may not be available to you depending on your country's regulations.

Setting the LCD Contrast

There are four contrast levels that you can select depending on the LCD.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operation menu and press YES.

```
MACHINE OPERATION?  ↑
 YES / or 1-8        ↓
```

2 Press YES since this is the first menu to appear.

```
1 LCD CONTRAST?     ↑
 OK=YES             ↓
```

3 Use the Left / Right Arrow Keys to select the contrast level that you wish to use.

```
DARK ◄ □ □ ■ □ ► LIGHT
 -SELECT&PUSH"YES"
```

Setting the Correct Dialing Type (Tone/Pulse)

Select either TONE or PULSE according to the type of telephone system connection to the facsimile unit.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?  ↑
 YES / or 1-8        ↓
```

2 Scroll through the menu options until the TONE/PULSE options appear and press YES.

```
2 TONE/PULSE        ↑
 OK=YES             ↓
```

3 Use the Left/Right Arrow Keys to select either TONE or PULSE and press YES.

```
*TONE    PULSE
 -SELECT&PUSH"YES"-
```

Setting the Buzzer Volume

Use this to set the buzzer volume to the suited level.

1   Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?  ▲
  YES / or 1-8       ▼
```

2   Press 3 or press the down arrow twice to reach the Buzzer Volume Menu. Press YES.

```
3 BUZZER VOLUME?     ▲
  OK=YES             ▼
```

3   Use the Left/Right Arrow Keys to select either HIGH, LOW or OFF and press YES.

```
HIGH     *LOW     OFF
 -SELECT&PUSH"YES"-
```

Choices Available	Description
HIGH	Buzzer Volume is set at the loudest setting available.
LOW	Buzzer Volume is set at the lowest setting available.
OFF	No sound will be heard.

Setting the Line Monitor (Speaker) Volume

Use this to set the speaker volume while monitoring the fax activity.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?    ↑
  YES / or 1-8        ↓
```

2 Press 4 or press the down arrow three times to reach the Line Monitor Menu. Press YES.

```
4 LINE MONITOR?       ↑
  OK=YES              ↓
```

3 Use the Left/Right Arrow Keys to select either HIGH, LOW or OFF and press YES.

```
HIGH    *LOW    OFF
 -SELECT&PUSH"YES"-
```

Choices Available	Description
HIGH	Speaker Volume is set at the loudest setting available.
LOW	Speaker Volume is set at the lowest setting available.
OFF	No sound will be heard.

Selecting Remote Monitor

This function allows service personnel to access the unit remotely. It is possible for the Service Representative to monitor and change machine settings. This allows them to fix your unit over the telephone.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?    ↑
  YES / or 1-8        ↓
```

2 Press 5 or press the down arrow four times to reach the Remote Monitor Menu. Press YES.

```
5 REMOTE MONITOR?     ↑
  OK=YES              ↓
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
ON           *OFF
 -SELECT&PUSH"YES"-
```

Setting Your Fax Line Type (PSTN/PBX)

Select either PSTN or PBX depending on how your phone is connected. If your unit is connected to the public switch telephone network (PSTN), you should select "PSTN. Otherwise, you should select "PBX."

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION? ▲
  YES / or 1-8        ▼
```

2 Press YES since this is the first menu to appear.

```
6 PSTN/PBX?          ▲
  OK=YES             ▼
```

3 Use the Left/Right Arrow Keys to select either PSTN or PBX and press YES.

```
*PSTN    PBX
  -SELECT&PUSH"YES"-
```

Note: With a PBX system. you generally have to dial a prefix number (e.g. "9") to access an outside line. If you set the line type to "PBX", you can set the prefix number in advance. Then the unit can dial the prefix number for you whenever you dial. The following table shows you how to dial when using the PBX mode. The prefix can be up to 4 digits in length.
When you are in the PBX mode, pressing # causes the machine to dial the programmed access number(s). If you are dialing from within a PBX and dial the extension number within the PBX the "@" symbol is displayed.

Phone Line	Telephone Number	LCD Display/Dialing	Access Line
PBX mode, prefix=9	123	@123	PBX
PBX mode, prefix=9	#123	9-123	PBX->PSTN

Setting the Power Save Mode

This program allows the user to set their fax unit to automatically enter the power saving mode at a specified time. You can also set the Power Save Mode to OFF. If the ON time and the OFF time are set the same, the Power Save Mode will remain ON continuously.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?  ▲
 YES / or 1-8        ▼
```

2 Press 7 or press the down arrow six times to reach the Power Saver Mode Menu. Press YES.

```
7 POWER SAVE MODE?  ▲
 OK=YES              ▼
```

3 Use the Left/Right Arrow Keys to select either OFF or TIMER and press YES.

```
OFF          *TIMER
 -SELECT&PUSH"YES"-
```

Note: The ON time refers to the time the unit will go into Power Save Mode. The OFF time is the time it will re-enter a READY or STANDBY mode.

4 Enter the time you wish the unit to enter Power Save Mode and press YES.

```
ON TIME=_0:00
 OK=YES
```

5 Enter the time you wish the unit to leave Power Save Mode and return to normal operation.

```
OFF TIME=_0:00
 OK=YES
```

Note: There are three situations to leave Power Save Mode and return to normal operation.

1.Press Wakeup Key
2.Telephone rings.
3.Time up for Timer TX.

But if I-Fax / PCL4 / GDI / PCL5e is optioned, these devices can not Wakeup the machine from Power Save Mode, before using these devices be sure the machine is in normal operation, press Wakeup Key to Wakeup the machine, if the machine is in Power Save Mode.

Setting the Power Save Time

The fax unit enters to the Power Save Mode every 15 minutes automatically (default value). You can reset the Power Save Time from 1 to 120 minutes.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?
 YES / or 1-8
```

2 Press 8 to reach the Power Saver Mode Menu. Press YES.

```
8 POWER SAVE TIME?
 OK=YES
```

3 You can select Power Save Time from 1 to 120 minutes in your necessary.

```
TIME=__min(1-120)
 OK=YES    (DEL=NO)
```

Setting the Drum Counter

This function allows service personal to check how many sheets of paper has printed.

1 Press the PROGRAM Key and scroll through the menus until you reach the Machine Operations menu and press YES.

```
MACHINE OPERATION?
 YES / or 1-8
```

2 Press 9 or press the down arrow eight times to reach the Remote Program Menu. Press YES.

```
9 DRUM COUNTER?
 OK=YES
```

3 The following message appears to check to how many sheets of paper has printed.

```
DRUM COUNTER=000519
 OK=YES    (DEL=NO)
```

4 Press Yes and back to the MACHINE OPERATION menu.

```
MACHINE OPERATION?
 YES / or 1-8
```

Document Scan Settings

To optimize scanning resolution and contrast, set according to your individual needs.

Resolution

To assure the best quality document, please set the scanning resolution and contrast according to the requirements of your original documents. The default resolution setting is Standard and the resolution will return to the default setting after each transmission if using a different resolution.
Three scanning resolution options are available:

Choices Available	Description
STD (Standard) (Default)	Normal resolution for standard size characters.
FINE	Higher resolution for the small size characters.
EXTRA FINE	Highest resolution for image data.

1 Press the PROGRAM Key and scroll through the menus until you reach the SCANNING & PRINTING Menu. Press YES to begin programming.

```
SCANNING&PRINTING?  ↕
 YES / or 1-5        
```

2 Press 1 or scroll down to the Resolution menu and press YES.

```
1 RESOLUTION?       ↕
 OK=YES              
```

3 Using the Left and Right arrows, select the resolution you wish to have as the default and press YES to enter this selection into memory.

```
*STD  FINE  EX-FINE
 -SELECT&PUSH"YES"
```

Scan Contrast

There are three contrast levels of Light, Normal, Dark that you can select depending on your original document. For documents with very fine or light characters, choose a lighter level.

1 Press the PROGRAM Key and scroll through the menus until you reach the SCANNING & PRINTING Menu. Press YES to begin programming.

> SCANNING&PRINTING? ▲
> YES / or 1-5 ▼

2 Press 2 or scroll down to the Scan Contrast menu and press YES.

> 2 SCAN CONTRAST? ▲
> OK=YES ▼

3 Using the Left and Right arrows, select the contrast you wish to have as the default and press YES to enter this selection into memory.

> LIGHT *NORMAL DARK
> -SELECT&PUSH"YES"

Print Density

Set the print density according to your needs. There are six printing density levels ranging from Light to Dark.

1 Press the PROGRAM Key and scroll through the menus until you reach the SCANNING & PRINTING Menu. Press YES to begin programming.

> SCANNING&PRINTING? ▲
> YES / or 1-5 ▼

2 Press 3 or scroll down to the Print Density menu and press YES.

> 3 PRINT DENSITY? ▲
> OK=YES ▼

3 Using the Left and Right arrows, select the density you wish to have as the default and press YES to enter this selection into memory.

> DARK◀☐☐■☐☐☐▶LIGHT
> -SELECT&PUSH"YES"

Reduction Copy

This function allows you to have the document printed by one of the two modes described below:

Choices Available	Description
ON	The facsimile machine will reduce the copy document as needed to fit on the paper. The maximum reduction proportion is 70%. If greater reduction is needed, then the remainder of the document will be printed on the next page.
OFF	The facsimile machine will not reduce the copy document and will instead print the remainder of the document on the next page.

Note: Reduction copy capabilities are not available when the resolution setting is set to Half Tone.

1 Press the PROGRAM Key and scroll through the menus until you reach the SCANNING & PRINTING Menu. Press YES to begin programming.

> SCANNING&PRINTING?
> YES / or 1-5

2 Press 4 or scroll down to the Reduction Copy menu and press YES.

> 4 REDUCTION COPY?
> OK=YES

3 Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

> *ON   OFF
> -SELECT&PUSH"YES"-

Rec. Paper Size

This function allows you to choose the recording paper size in Tray 1 (standard Paper Tray) and the optional Tray 2 (Second Paper Cassette Unit) for the first printing after power ON. After first printing the machine remembers the paper size in the Standard Tray and Optional Paper Cassette.

1 Press the PROGRAM Key and scroll through the menus until you reach the SCANNING & PRINTING Menu. Press YES to begin programming.

| SCANNING&PRINTING? |
| YES / or 1-5 |

2 Press 5 or scroll down to the Rec. (Recording) Paper Size menu and press YES.

| 5 REC. PAPER SIZE? |
| OK=YES |

3 When the SPCU is installed, select HIGH-TRAY for the standard Paper Cassette, LOW-TRAY for the SPCU.

| *LOW-TRAY   HIGH-TRAY |
| -SELECT&PUSH"YES"- |

4 Using the Left and Right arrows, select the size you wish to have as the default and press YES to enter this selection into memory.

| A4   *LETTER   LEGAL |
| -SELECT&PUSH"YES"- |

Auto Cassette Sel.

Allows users to select the Second Paper Cassette Unit to print out the document when the facsimile is equipped with the Second Paper Cassette Unit. Users can set the received FAX or printed PC document to be printed out from either the Standard Paper Tray or the Second Paper Cassette Unit.

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

| SET PRINTER? |
| YES / or 1-8 |

2 Press 1 or YES to enter the Auto Cassette Sel. menu.

3 Press YES to select Auto Cassette Selection.

| 1 AUTO CASS. SEL.? |
| OK=YES |

Note: The Optional SPCU must be installed. If
it is not installed, you will receive this message.

```
  *NOT AVAILABLE*
```

4 Using the Left and Right arrows, select ON for
Auto Cassette Selection, then press YES to enter
this selection into memory. When you select OFF,
you can set cassette for fax and printer.

```
*ON        OFF
 -SELECT&PUSH"YES"-
```

5 Select the function you wish to set the cassette, and
press YES.

```
*PRINTER    FAX
 -SELECT&PUSH"YES"-
```

6 Select the Tray (Cassette) you wish to set for the
function, and press YES.

```
*LOW-TRAY    HIGH-TRAY
 -SELECT&PUSH"YES"-
```

Dial Registration

This section gives instructions on how to program the number to be stored in the One-Touch, Speed Dial and Group Dial Keys. In addition, it shows you how to set up special parameters for each One-Touch Key, including batch Time and Relay Broadcast.

One-Touch Keys

You can program the most frequently dialed fax numbers into One-Touch Keys, 32 One Touch Keys is applicable for MINOLTAFAX2800, 64 One Touch Keys for MINOLTAFAX3800. This allows you to transmit documents simply by pressing a One-Touch Key and the START Key. You can program any of the One-Touch Keys as Group Dial Keys with up to 50 locations in each.

1 Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

| DIAL REGISTRATION? |
| YES / or 1-6 |

2 Press YES since this is the first menu to appear and press YES to enter the One-Touch Program.

| 1 ONE-TOUCH DIAL? |
| OK=YES |

3 Press the One-Touch Key you wish to program.

| -SELECT REGIST. KEY- |

4 Press YES to accept your selection.

| ONE-TOUCH 01 |
| ← →or PRESS "YES" |

5 Enter the Telephone number you wish to transmit to and press YES. If you want to enter the sub-address, press the down Arrow Key.

| ☎= |
| OK=YES   (SUB=↓) |

6 You can press the sub-address up to 10-digit.

| SUB=_ |
| OK=YES |

7 Enter the Name you wish associated with this number and press YES after checking to see it OK.

| NAME=_ |
| OK=YES |

Edit/Deleting

1   If you wish to change any entry, a screen allows you to accept or change.

2   If you wish to change a Key that was previously programmed, this message appears. Press YES to keep this location as is, or NO if you wish to edit it.

```
REGISTERED!    KEEP?
OK=YES (EDIT/DEL=NO)
```

3   If you choose NO, use the arrow keys to select either EDIT or DELETE and then proceed with the needed changes.

```
EDIT          *DELETE
 -SELECT&PUSH"YES"-
```

Speed Dial Keys

The fax number and other data for a particular destination can be programmed using a 3-digit Speed Dial Number. This feature allows you to transmit a document to the particular destination by pressing the Speed Dial Key, entering the 3-digit number and pressing the START Key. You can program a fax number in any of the 100 Speed Dial locations, number 001 to 100.

Entering

1   Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

```
DIAL REGISTRATION?    ▲
 YES / or 1-6         ▼
```

2   Press 2 or scroll down to the Speed Dial menu and press YES.

```
2 SPEED DIAL?         ▲
 OK=YES               ▼
```

3   Enter the number of the location you want to program and press YES.

```
SPEED DIAL =_
 OK=YES
```

4   Enter the Telephone number you wish to transmit to and press YES after checking to see its OK. If you want to enter the sub-address, press the Down Arrow Key.

```
☎=
 OK=YES        (SUB= ↓ )
```

5   You can press sub-address up to 10-digit.

```
SUB=_
 OK=YES
```

6 Enter the Name you wish associated with this
number and press YES after checking to see it OK.

```
NAME=_
   OK=YES
```

7 You are given the opportunity to program additional locations. Continue to enter additional
Speed Dial locations or press NO to exit.

Edit/Deleting

1 If you wish to change any entry, a screen allows you to accept or change.

2 If you wish to change a Key that was previously
programmed, this message appears. Press YES to
keep this location as is, or NO if you wish to edit it.

```
REGISTERED!   KEEP?
OK=YES (EDIT/DEL=NO)
```

3 If you choose NO, use the arrow keys to select
either EDIT or DELETE and then proceed with the
needed changes.

```
EDIT          *DELETE
 -SELECT&PUSH"YES"-
```

Group Dial Keys

Instead of their regular functions, any of the One-Touch Keys can be used as Group Dial
Keys. Destinations already stored for One-Touch, Speed Dial can be entered in a Group
Dial Key. Each Group can contain up to 50 locations.

Entering

1 Press the PROGRAM Key and scroll through the
menus until you reach the DIAL REGISTRATION
Menu. Press YES to begin programming.

```
DIAL REGISTRATION?
  YES / or 1-6
```

2 Press 3 or scroll down to the Group Dial menu and
press YES.

```
3 GROUP DIAL?
  OK=YES
```

3 Press the One-Touch Key you wish to use.

```
-SELECT REGIST.KEY-
```

4 Press YES to accept your selection.

```
GROUP DIAL  25
←  →or PRESS "YES"
```

5   Enter the Group Name and press YES to accept.

```
GROUP NAME=_
  OK=YES
```

6   Enter the Key(s) you wish included in this group. Remember, you can include One-Touch or Speed Dial already in memory.

```
NO.001=_
```

7   Continue to enter the locations you wish to include and then press YES. You are given the opportunity to program additional locations. Continue to enter additional Speed Dial locations or press NO to exit.

Edit/Deleting

1   If you wish to change any entry, a screen allows you to accept or change.

2   If you wish to change a Key that was previously programmed, this message appears. Press YES to keep this location as is, or NO if you wish to edit it.

```
REGISTERED!   KEEP?
OK=YES (EDIT/DEL=NO)
```

3   If you choose NO, use the arrow keys to select either EDIT or DELETE and then proceed with the needed changes.

```
EDIT        *DELETE
 -SELECT&PUSH"YES"-
```

Program Dial

Instead of their regular functions, any of the last eight One-Touch Keys MF3800 (57-64), MF2800(25-32) can be used as Program Keys. Transmission functions including: Broadcast, Timer TX (Delayed Transmission), Mailbox, Polling RX, and Relay Initiation can be programmed into the programmed One-Touch Keys. This allows you to "One-Touch" an operation that normally takes multiple key strokes.

Settings entered into these program keys remain in memory for future use.

Entering

1   Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

```
DIAL REGISTRATION?   ▲
  YES / or 1-6       ▼
```

2   Press 4 or scroll down to the Program Dial menu and press YES.

```
4 PROGRAM DIAL?      ▲
  OK=YES             ▼
```

3 Press the One-Touch Key you wish to use. Remember, it must be one of the last eight.

```
-SELECT REGIST.KEY-
```

4 Choose the function you wish to program: 1=Broadcast, 2=Timer TX, 3=Mailbox TX, 7=Polling RX, and 8=Relay Initiate.

```
FUNCTION
SEL. 1/2/3/7/8
```

Note: To continue with this process, choose the group of steps that match your needs.

For 1=Broadcast:

5 A screen appears to confirm Broadcast was your selection.

```
BROADCAST
```

6 Enter the Key(s) you wish included in this group. Remember, you can include One-Touch or Speed Dial already in memory.

```
NO.001=_
```

7 Continue to enter the locations you wish to include and then save. You are given the opportunity to program additional locations. Continue to enter additional Speed Dial locations or press NO to exit.

For 2=Timer TX:

5 A screen appears to confirm Timer TX was your selection.

```
TIMER TX
```

6 Enter the time you wish the transmission to occur and press YES.

```
TIMER=_0:00
 OK=YES
```

7 Enter the fax number you wish to send to or select a One-Touch or Speed Dial location and press YES.

```
🗗= ENTER FAX NO.
➡or FUNCTION
```

Once this function has been programmed, you use it by simply pressing the One-Touch Key you have just programmed. This is documented in Chapter 3 Advanced Facsimile.

For 3 = Mailbox TX:

5   A screen appears to confirm Mailbox TX was your selection.

> MAILBOX TX

6   Enter the fax number you wish to send to or select Function. If you elect to enter a phone number,

> ☐= ENTER FAX NO.

7   Enter the 20-digit Mailbox ID that you want to use.

> MAILBOX ID=
>   OK=YES   (DEL=NO)

8   Enter the 20-digit Mailbox password.

> PASSWORD=
>   OK=YES   (DEL=NO)

Once this function has been programmed, you use it by simply pressing the One-Touch Key you have just programmed. This is documented in Chapter 3 Advanced Facsimile.

For 7 = Polling RX:

5   A screen appears to confirm Polling RX was your selection.

> POLLING RX

6   Enter the number of the Mailbox you wish use and press YES.

> NO.001=_

Once this function has been programmed, you use it by simply pressing the One-Touch Key you have just programmed. This is documented in Chapter 3 Advanced Facsimile.

For 8 = Relay Initiate:

5   A screen appears to confirm Relay Initiate was your selection.

> RELAY INITIATE

6   Enter the telephone number

> ☐= ENTER FAX NO.

7 Enter the 20-digit Relaybox ID.

```
RELAYBOX ID=
   OK=YES    (DEL=NO)
```

8 Enter the 20-digit Relaybox password.

```
PASSWORD=
   OK=YES    (DEL=NO)
```

Once this function has been programmed, you use it by
simply pressing the One-Touch Key you have just programmed. This is documented in
Chapter 3 Advanced Facsimile.

Edit/Deleting

1 If you wish to change any entry, a screen allows you to accept or change.

2 If you wish to change a Key that was previously
programmed, this message appears. Press YES to
keep this location as is, or NO if you wish to edit it.

```
REGISTERED!   KEEP?
OK=YES (EDIT/DEL=NO)
```

3 If you choose NO, use the arrow keys to select
either EDIT or DELETE and then proceed with the
needed changes.

```
EDIT          *DELETE
 -SELECT&PUSH"YES"-
```

Batch TX

You can program your single location One-Touch Key to automatically batch
documents. By assigning a batch time to a programmed One-Touch Key, you can
eliminate repeated calls to the same number throughout the day. Your unit calls the
remote unit at a preset time and transmits all documents stored in memory for this
particular destination in one phone call.

Entering

1 Press the PROGRAM Key and scroll through the
menus until you reach the DIAL REGISTRATION
Menu. Press YES to begin programming.

```
DIAL REGISTRATION?     ↕
   YES / or 1-6
```

2 Press 5 or scroll down to the Batch TX menu and
press YES.

```
5 BATCH TX?            ↕
 OK=YES
```

3 Press the One-Touch Key you wish to use.

```
-SELECT REGIST.KEY-
   OK=YES
```

ONE-TOUCH 25

4 Enter the time at which the batch should be transmitted and press YES to accept.

TX TIME=_0:00
   OK=YES

5 This screen confirms your entry.

*SET ONE-TOUCH 25
                23:00*

6 Press the START key to enter this information into memory, or press NO to exit.

-SELECT REGIST. KEY-
    (COMPLETE=NO)

Edit/Deleting

1 If you wish to change any entry, a screen allows you to accept or change.

2 If you wish to change a Key that was previously programmed, this message appears. Press YES to keep this location as is, or NO if you wish to edit it.

REGISTERED!   KEEP?
OK=YES (EDIT/DEL=NO)

3 If you choose NO, use the arrow keys to select either EDIT or DELETE and then proceed with the needed changes.

EDIT   *DELETE
 -SELECT&PUSH"YES"-

Relay box

Relay Box enables the operator to make one long distance call to a remote unit and prompt the remote unit to relay the message to one or more fax unit in the local area. With this function, you can save valuable time and telephone charges. This function can also instruct the remote fax machine to send an TX Result report to one of its Speed Dial locations.

Note: The following conditions must be met for Relay Box function.

1. The receiving party must register the One Touch key or Group Dial key for Relay Box function.
2. The receiving party must register one Speed Dial for send report.

1 Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

```
DIAL REGISTRATION?     ↕
 YES / or 1-6
```

2 Press 6 or scroll down to the Relay Box menu and press YES.

```
6 RELAY BOX?           ↕
 OK=YES
```

3 Select the Relay Box number 1 to 5 that you wish to use.

```
RELAY BOX NO.=
 SELECT   1-5
```

4 Enter 20-digit Relay Box ID (0~9).

- If the remote transmission side enter the SUB address same as the Relay Box ID and the following PW is not set for Relay Box, the machine relay broadcast the stations registered in Relay Box.

```
RELAY BOX 1 ID=
 OK=YES
```

5 Enter the 20-digit number of the Relay Box's password you wish to use.

```
RELAY BOX 1 PW=
 OK=YES
```

6 Enter the telephone number that you want to send TX Result Report.

```
REPORT=
 OK=YES
```

7 Enter the locations you wish to include and then save. You are given opportunity to program additional locations.

```
NO.001=
```

TX Operation

Default TX

This function is used to set the default TX mode of the fax unit. Two options are available:

Choices Available	Description
Memory TX	When set in this mode, documents are scanned into memory for transmission and dialing starts after the first pages is scanned (Quick TX).
ADF TX (Direct Transmission)	When set in this mode, documents are scanned for transmission after connection has been made to the receiving unit. (When the available memory is insufficient, please select ADF TX for a successful transmission) If line is not available, the message "LINE IS BUSY" will be displayed. The facsimile will retry based on the number of redial attempts and intervals that were preset.

Note: In Memory Transmission Mode, you can retrieve your original document sooner than you can in ADF TX (Direct Transmission) Mode.

1   Press the PROGRAM Key and scroll through the menus until you reach the TX Operation Menu. Press YES to begin programming.

```
TX OPERATION?          ↑
  YES / or 1-2          ↓
```

2   Press 1 or scroll down to the Default TX menu and press YES.

```
1 DEFAULT TX?          ↑
  OK=YES                ↓
```

3   Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

```
*MEM TX       ADF TX
 -SELECT&PUSH"YES"-
```

Closed Network TX

When closed network TX/RX mode is set ON, transmission is possible only with the destination stations registered in One-Touch and Speed Dial.

1 Press the PROGRAM Key and scroll through the menus until you reach the TX Operation Menu. Press YES to begin programming.

```
TX OPERATION?
 YES / or 1-2
```

2 Press 1 or scroll down to the Closed Network menu and press YES.

```
2 CLOSED NETWORK?
 OK=YES
```

3 Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

```
ON            *OFF
 -SELECT&PUSH"YES"-
```

Fax Forwarding

This allows a user to set 20 different remote telephone numbers for fax forwarding. If you specify a telephone number, only those messages from that number will be forwarded. If you don't specify a remote telephone number, all the incoming message will be forward to specified location.

1 Press the PROGRAM Key and scroll through the menus until you reach the TX Operation Menu. Press YES to begin programming.

```
TX OPERATION?
 YES / or 1-2
```

2 Press 3 or scroll down to the Fax Forwarding menu and press YES.

```
3 FAX FORWARDING?
 OK=YES
```

3 Select a location number 01 through 20 to which you wish forward your messages. Press YES to enter this selection into memory.

```
FORWARD NO.=_1
 OK=YES  / or 01-20
```

4 Select either ON or OFF and press YES.

```
FORWARD TX =ON
 OK=YES
```

5 Select the day you wish the forwarding to begin and press YES.

```
SEL. START DAY=SUN.
 OK=YES / or 0-6
```

6   Select the day you wish the forwarding to stop and press YES.

> SEL. STOP DAY=WEN.   ↑
> OK=YES / or 0-6   ↓

7   Select the time you wish the forwarding to begin and press YES.

> START TIME=_0:00
> OK=YES   (DEL=NO)

8   Select the time you wish the forwarding to stop and press YES.

> STOP TIME=_0:00
> OK=YES   (DEL=NO)

9   Determine if you also want the message to print locally. Select either ON or OFF and press YES.

> PRINT AT LOCAL=OFF   ↑
> OK=YES   ↓

10   Enter the telephone number for the remote unit from which you will be receiving the message.

> ENTER REMOTE FAX NO.

> ☐= 7778885555
> OK=YES   (DEL=NO)

11   Enter the remote fax number to which you wish to have the messages sent and press YES.

> ENTER FORWARD TELE.

> ☐= 9998884444
> OK=YES   (DEL=NO)

Header

The header prints the sender machine name, fax number, date/time and page number at the top of the sheet at the remote location. This is required by the FCC in the USA and is regulated in other way in other countries. In the USA you will have one of the following options.

- Inside the Body: This places the header in the first 5mm of the copy top. It does not shift the copy down. Some copy may be overwritten.
- Outside the Body: This places the header in the first 5mm of the copy top. It then start the body below this. Depending on the remote machine settings one of three things happen: 1) because the copy is not a full page, the copy fits below the header at 100%, 2) the copy is reduced to fit the page, or 3) the copy is split into two pages at 100%.

1 Press the PROGRAM Key and scroll through the menus until you reach the TX Operation Menu. Press YES to begin programming.

```
TX OPERATION?         ↑
  YES / or 1-4        ↓
```

2 Press 4 or scroll down to the Header menu and press YES.

```
4 HEADER?             ↑
  OK=YES              ↓
```

3 Select if you wish to turn the header ON or OFF and press YES.

```
*ON          OFF
  OK=YES
```

Note: This is not an option in the USA and the message will not appear.

Note: In the USA you can have the header print inside or outside the text area. For assistance, contact your Service Representative.

Note: This function is not available for North American.

RX Operation

Memory RX Mode

ON = Memory Lock

In Memory RX Mode, the machine stores all received documents in memory. The document is not printed until the machine receives a print command.

The print command can be activated by a timer or password. The print timer command instructs the machine to start printing the document stored in memory at the specified time. The password print command, instructs the machine to start printing when a password is entered.

A password print command can also be used to override the print timer command. If the print timer command has been set and you want to print your incoming messages before the set time, you can enter your password to print the document immediately.

OFF

If the unit is set in the Memory RX Mode OFF status, then the received document will be printed out directly instead of being stored in memory.

Case 1: If there is no data stored in the memory and the unit is set in OFF status, then the received documents print out directly.

Case 2: If there is a document stored in the memory and the unit is set in OFF status, then the previously received documents printed out first.

> **Note: You need to enter the correct password to print out the document if a password has been previously set.**

1 Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?        ▲
 YES / or 1-9         ▼
```

2 Press 1 or scroll down to the MEM RX Mode menu and press YES.

```
1 MEM RX MODE?       ▲
 OK=YES               ▼
```

3 Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

```
ON           *OFF
-SELECT&PUSH"YES"-
```

4   To select Memory RX ON, use the left and right Arrow Keys to select ON and press YES.

```
*ON              OFF
-SELECT&PUSH"YES"-
```

5   Enter the time you wish to start receiving messages into memory.

> **Note: If the ON and OFF time are identical, messages will always be received into memory.**

```
ON TIME=_0:00
  OK=YES
```

6   Enter the time you wish to stop receiving messages into memory.

```
OFF TIME=_0:00
  OK=YES
```

7   You have to enter a password for this to work.

```
PASSWORD=
  OK=YES
```

8   If you have your unit programmed for Memory RX with the Timer turned ON and a Password required, your screen shows the following message.

```
     *M-RX-ON*
              <T><PWD>
```

9   The ready message for your unit now shows that Memory RX is active.

```
<<M-RX>>        100%
-SET DOC.FACE DOWN-
```

No. of Rings

The unit will answer an incoming call after the number of rings (1-16) set in this menu.
The default setting is 2 rings.

1   Press the PROGRAM Key and scroll through the
    menus until you reach the RX Operation Menu.
    Press YES to begin programming.

```
RX OPERATION?         ↕
  YES / or 1-9
```

2   Press 2 or scroll down to the No. of Rings menu
    and press YES.

```
2 NO. of RINGS?       ↕
  OK=YES
```

3   Enter the number of rings you wish to have as the
    default and press YES to enter this selection into
    memory.

```
NO. of RINGS=_2
  OK=YES    (DEL=NO)
```

Two Page Print

With this function, you can set the facsimile to print two copies of a document.

Choice Available	Description
ON (Stack Mode)	The facsimile will print copies of the document without sorting the document.
ON (Sort Mode)	The facsimile will print two copies of the document and sort the document.
OFF	The facsimile will print only one copy of the document.

1   Press the PROGRAM Key and scroll through the
    menus until you reach the RX Operation Menu.
    Press YES to begin programming.

```
RX OPERATION?         ↕
  YES / or 1-9
```

2   Press 3 or scroll down to the Two Page Print menu
    and press YES.

```
3 TWO PAGE PRINT?     ↕
  OK=YES
```

3   Using the Left and Right arrows, select the option
    you wish to have as the default and press YES to
    enter this selection into memory.

```
ON   ON(SORT)   *OFF
-SELECT&PUSH"YES"-
```

Reduction RX

This function allows you to choose among the three modes described below:

Choices Available	Description
ON	The facsimile machine will reduce the documents as needed to fit on the paper. The maximum reception proportion is 70%.
OFF	The facsimile machine will not reduce the document and instead will print the remainder on a second page if the image size exceeds the length of the paper.
CUT	The facsimile machine will automatically cut off the remainder of the document if it is less than 18 mm. If the remainder exceeds 18mm, it will be printed on a second page.

1 Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?
 YES / or 1-9
```

2 Press 4 or scroll down to the Reduction RX menu and press YES.

```
4 REDUCTION RX?
 OK=YES
```

3 Using the Left and Right arrows, select the resolution you wish to have as the default and press YES to enter this selection into memory.

```
*ON    OFF    CUT
-SELECT&PUSH"YES"-
```

Mailbox RX

This function is used to set up the personal mailbox to keep received documents confidential. Each mailbox is protected with a specified 4-digit password number.

1 Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?
 YES / or 1-9
```

2 Press 5 or scroll down to the Mailbox RX menu and press YES.

```
5 MAILBOX RX?
 OK=YES
```

3 Select the number 0-9 that you wish to use for mailbox.

```
MIALBOX NO.=
  SELECT 0-9
```

4 Enter the 4-digit Mailbox ID.

```
MIALBOX 1 ID=
  OK=YES
```

5 Enter the 4-digit Mailbox password.

```
MIALBOX 1 PW=
  OK=YES
```

Closed Network

Set to ON when you want to receive documents only from specified parties. When activated, it will only accept receptions from those numbers registered in the One-Touch or Speed Dial Keys.

Choices Available	Description
ON	Closed Network RX mode is applicable to the numbers registered in the One-Touch and Speed Dial Keys.
OFF	Disable the function. You are able to receive from all parties.

1 Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?
  YES / or 1-9
```

2 Press 6 or scroll down to the Closed Network menu and press YES.

```
6 CLOSED NETWORK?
  OK=YES
```

3 Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

```
ON            *OFF
-SELECT&PUSH"YES"-
```

RX Mode

This function is used to set the mode in which the facsimile machine receives the document.

Choices Available	Description
AUTO	In this mode, the facsimile machine will automatically answer the phone call and receive the document.
MANUAL	In this mode, the facsimile will not automatically receive the document. The user must answer each call manually.

1   Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?
  YES / or 1-9
```

2   Press 7 or scroll down to the Closed Network menu and press YES.

```
7 RX MODE?
  OK=YES
```

3   Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

```
*AUTO      MANUAL
-SELECT&PUSH"YES"-
```

Footer (Receive Time Print)

The footer is printed at the bottom of each page received showing the receiving machine's fax number, date and the time of reception, the sender's fax number, the reception control number and page number.

1   Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?
  YES / or 1-9
```

2   Press 8 or scroll down to the Closed Network menu and press YES.

```
8 FOOTER?
  OK=YES
```

3   Using the Left and Right arrows, select the option you wish to have as the default and press YES to enter this selection into memory.

```
ON           *OFF
-SELECT&PUSH"YES"-
```

Note: Your Service Technician can set this to print either inside or outside the message area.

Continuous Poll RX

Poll the specified location with pre-set timer. Up to 10 groups can be set for polling, and each group can set 10 locations.

1 Press the PROGRAM Key and scroll through the menus until you reach the RX Operation Menu. Press YES to begin programming.

```
RX OPERATION?
  YES / or 1-9
```

2 Press 10 or scroll down to the Continuous Polling RX menu and press YES.

```
10 CONTI. POLLING RX?
  OK=YES
```

3 Enter the Poll Group number you will to assign to this group and press YES.

```
POLL GROUP NO.=_1
  OK=YES /or 01-10
```

4 The next screen indicates that this Poll Group is not active. Press YES to continue.

```
POLL GROUP 01 =OFF
  OK=YES
```

5 Select a start day to begin polling. Press YES to continue.

```
SEL. START DAY=SUN.
  OK=YES / or 0-6
```

6 Select a stop day to finish polling. Press YES to continue.

```
SEL. STOP DAY=SUN.
  OK=YES / or 0-6
```

7 Enter a start time to begin polling. Press YES to continue.

```
START TIME=_0:00
  OK=YES  (DEL=NO)
```

8 Enter a stop time to finish polling. Press YES to continue.

```
STOP TIME=_0:00
  OK=YES  (DEL=NO)
```

9 Enter the number of minutes between each redail. Press YES to continue.

```
REDIAL TIME=1 Min.
  OK=YES / or 1-8
```

10 Enter the remote fax number to be polled.

```
ENTER POLLING FAX NO.
```

11 Press YES to continue.

```
NO.001=_
  OK=YES  (DEL=NO)
```

12 Enter the 20-digit Polling ID.

```
POLLING ID=_
  OK=YES  (DEL=NO)
```

13 Enter the 20-digit Polling Password. This number
is set at the remote location and you must match it
when sending to them.

```
POLLING PW=_
  OK=YES  (DEL=NO)
```

> **Note: Polling Passwords must be set at both
> units and must match for Polling to work.**

14 If you wish to poll more than one location, enter
that location. When you are done entering the data,
press START to enter the data into memory.

```
NO. 002=_
       (Fin.=START)
```
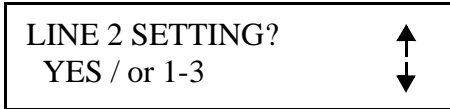
> **Note: You can enter the locations by numeric Keys or One-Touch Key,
> Speed Dial Key but if the key is programmed Group Dial or Program Dial, is
> forbidden, because each polling Group contains Max. 10 locations only.**

Line 2 Setting

The Optional Dual-Line kit allows you to connect one more telephone line to the fax unit at the same time. MINOLTAFAX3800 has Dual-Line as a standard.
You can select either telephone line for priority reception, and you can also select which line is to be used for priority sending when both lines are open.

Line 2 Fax No.
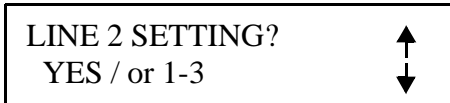
Register your second fax number. It's operation is the same as entering it for Line 1.

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
LINE 2 SETTING?          ↕
  YES / or 1-3           ↕
```

2 Press YES or 1 to select the first menu, Line 2 Fax No. Press Yes.

```
1 LINE 2 FAX NO.?        ↕
  OK=YES                 ↕
```

3 Enter the telephone number of your second fax line. Press YES to accept this data into memory.

```
ᗡ=_
  OK=YES
```

TX Line Priority

This allows the user to determine the priority of the second line.

Choices Available	Description
LINE 1 TX PRIORITY	When both lines are read, transmission is sent on line 1. If line 1 is busy and line 2 is read, transmission is sent on line 2.
LINE 2 TX PRIORITY	When both lines are read, transmission is sent on line 2. If line 2 is busy and line 1 is read, transmission is sent on line 1.
LINE 1 TX PROHIBIT	Even if both lines are read, transmission is sent on line 2. Line 1 is only available for receiving.
LINE 2 TX PROHIBIT	Even if both lines are read, transmission is sent on line 1. Line 2 is only available for receiving.

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
LINE 2 SETTING?          ↕
  YES / or 1-3           ↕
```

2   Press 2 or scroll down to the TX Line Priority menu and press YES.

```
2 TX LINE PRIORITY?      ▲
  OK=YES                 ▼
```

3   Select either 1 or 2 as the line you wish to transmit on. Press YES to accept this data into memory.

```
LINE 1 TX PRIORITY?      ▲
  OK=YES                 ▼
```

Line 2 Tone / Pulse

This allows the user to set the dialing mode of line 2. It's operation is the same of TONE/PULSE setting for Line 1.

1   Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
LINE 2 SETTING?          ▲
  YES / or 1-3           ▼
```

2   Press 3 or scroll down to the Line 2 Tone/Pulse menu and press YES.

```
3 LINE2 TONE/PULSE?      ▲
  OK=YES                 ▼
```

3   Select either Tone or Pulse. Press YES to accept this data into memory.

```
*TONE        PULSE
 - SELECT&PUSH"YES"-
```

Reports

This unit can print several different reports to aid in managing your fax traffic and the unit itself.

Activity Report

An Activity Report prints the results for the past 60 communications. it is used to check whether a communication was successful, the number of communications made, and communication time.

1 Press the PROGRAM Key and scroll through the menus until you reach the Reports menu and press YES.

```
REPORTS?                    ↕
  YES / or 1-6
```

2 Press YES since this is the first menu to appear.

```
1 ACTIVITY REPORT?
  OK=YES
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
*ON            OFF
  -SELECT&PUSH"YES"-
```

Reserv. (Reservation) Report

A Reservation Report prints a list of reservations for broadcast transmission. When the function is turned ON, a Reservation Report is printed before a broadcast transmission or multi-polling reception is made, allowing you to check the details of the reservation request.

1 Press the PROGRAM Key and scroll through the menus until you reach the Reports menu and press YES.

```
REPORTS?                    ↕
  YES / or 1-6
```

2 Press 2 or scroll down to the Reserv. Report menu and press YES.

```
2 RESERV. REPORT?
  OK=YES
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
*ON            OFF
  -SELECT&PUSH"YES"-
```

TX Results Report

A TX Results Report prints the results of a transmission after it has been completed. This report can be used to check whether a transmission has been successful.

1 Press the PROGRAM Key and scroll through the menus until you reach the Reports menu and press YES.

```
REPORTS?              ▲
  YES / or 1-6        ▼
```

2 Press 3 or scroll down to the TX Results Report menu and press YES.

```
3 TX RESULT REPORTX? ▲
  OK=YES             ▼
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
*ON             OFF
  -SELECT&PUSH"YES"-
```

RX Results Report

A RX Results Report prints the results after receiving a Confidential or Multi-Polling document or when errors occur during reception. This report can be used to check whether a reception by Mailbox or Multi-Polling has been successful.

1 Press the PROGRAM Key and scroll through the menus until you reach the Reports menu and press YES.

```
REPORTS?              ▲
  YES / or 1-6        ▼
```

2 Press 4 or scroll down to the RX Results Report menu and press YES.

```
4 RX RESULT REPORT?
  OK=YES
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
*ON             OFF
  -SELECT&PUSH"YES"-
```

Broadcast Report

A Broadcast Report prints a list of results of broadcast transmission.

1 Press the PROGRAM Key and scroll through the menus until you reach the Reports menu and press YES.

```
REPORTS?                    ↕
  YES / or 1-6
```

2 Press 5 or scroll down to the Broadcast Report menu and press YES.

```
5 BROADCAST REPORT?
  OK=YES
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
*ON              OFF
 -SELECT&PUSH"YES"-
```

Toner Low Report

A Toner Low Report will transmit to the service center when the toner is low.

1 Press the PROGRAM Key and scroll through the menus until you reach the Reports menu and press YES.

```
REPORTS?                    ↕
  YES / or 1-6
```

2 Press 6 or scroll down to the Toner Low Report menu and press YES.

```
6 TONER LOW REPORT?
  OK=YES
```

3 Use the Left/Right Arrow Keys to select either ON or OFF and press YES.

```
ON              *OFF
 -SELECT&PUSH"YES"-
```

4 Enter the Telephone number per your Service Representative.

Other Reports and Lists

This unit can print other reports and lists that are useful in managing and optimizing your fax traffic. See the list below. Some of these are covered in other sections of this manual in more detail.

Report Name	Description	Printing	
		Auto	**Manual**
One-Touch List	Prints a list of destinations which have been programmed for One-Touch Dial Keys.	X	O
Speed Dial List	Prints a list of the destinations which have been programmed for the Speed Dial Keys.	X	O
Memory Data List	Prints a list of the documents to be transmitted and those that are stored in memory.	X	O
Memory Image Print	Prints the first page of the document stored in memory which has yet to be transmitted.	X	O
Key Setting List	Prints a List of the settings for Group Dial and Program Dial Keys.	X	O
Machine Status List	Prints a list of current settings, including Page counts.	X	O
TX Result Report	Print a list of the result of a transmission after it has been completed.	O	O
RX Result Report	Prints out a list of the results when receiving a confidential or multi-polling document, or when errors occur during reception.	O	O
Activity Report	Prints a list of result of the last 60 communication.	O	O
Continuous Polling RX List	Prints a list of result of continuos polling reception after it has been completed.	X	O
Relay Box List	Prints a list of result of relay box after it has been completed.	X	O
Memory Full Report	Prints out when a memory overflow occurs.	O	X
Power Fail Report	Prints a list of documents whose data has been lost and which were not transmitted due to a power failure occurring while the documents were stored in memory.	O	X
Backup RAM Error Report	Before turning OFF, the unit prints out a list of the PROGRAM Utilities, etc., that were not stored in Backup RAM because of memory error.	O	X

O = Yes   X = No

Auto printing is set using the PROGRAM Utilities.

- When auto printing is set to ON, the report is printed automatically.

- When auto printing is set to OFF, the report can only be printed when started manually from the machine's control panel.

Internet Fax(Option)

Internet Fax

You can use the MINOLTAFAX2800 / 3800 T.37 Internet Fax to scan and send documents to a working E-mail addresses so they can download them at their convenience. The T.37 Internet Fax can transmit documents as TIFF file attachment through E-mail to other E-mail addresses. The TIFF file can be opened, and viewed by most image viewer.

You can program One Touch Dial and Speed Dial locations with E-mail addresses; you also can program a group list with a combinations of fax telephone numbers and E-mail addresses; you can send an E-mail to a location not programmed within the fax unit.

Setup

The T.37 option will communicate with your LAN E-mail server. The LAN E-mail must be SMTP and POP3 compatible. These setting are similar to those of popular mail clients such as Netscape Messenger and Outlook. In order to properly setup your fax machine, please request your E-mail administrator about the settings listed below, which are required in order to make a connection to the mail server

- ACCOUNT NAME

  This is the E-mail account name for the facsimile device.
- PASSWORD

  This is the password the facsimile device will use to log onto the POP3 E-mail server. The machine must be able to log into the POP3 server.
- E-MAIL ADDRESS

  The E-mail address for your facsimile device.
- SMTP IP ADDRESS

  The IP address for the SMTP mail server. At this time, the T.37 option can use DNS name.
- POP3 IP ADDRESS

  The IP address for the POP3 mail server. At this time, the T.37 option can use DNS name.

Programming Internet Fax settings

This program allows the user to set their fax unit to send or receive E-mails by LAN. In order for your fax unit to communicate with the LAN E-mail server, you must program the appropriate information into the fax unit.

Menu Item	Description
1.EMAIL SETTING	These settings make your fax unit to communicate with the LAN E-mail server. And let you can send and receive E-mails.
2.SERVER SETTING	
3.POP3 INTERVAL	Your fax unit will access the server automatically at regular intervals according to the POP3 interval setting.
4.TIME OUT SETTING	The number of minutes that the machine will try to contact the mail server.
5.ERROR REPORT	This report can be used to check whether Internet Fax has been successful.
6.TIME ZONE	Mail server use this time format to indicate when a message is sent.

components of Internet Fax

A fax sent over the Internet has three components.

- Header

    The header includes all routing information for the path your Internet Fax followed from the time it was sent to the time it was received. The header is automatically generated as part of the Internet Fax process.

- E-mail

    The E-mail includes the TO, FROM, and Date information.It may include RE:(SUBJECT) and body text (E-mail message). The TO, FROM and Date information are automatically generated as part of the Internet fax process. However, they are based on information programmed by the user. The subject and message can be determined by the user.

- TIFF file

    The TIFF file attachments are the "fax" part of the Internet Fax.The content of the attachment is determined by the end user. The conversion to TIFF and file handling are part of the Internet Fax process.

Setting up the Internet Fax

E-MAIL SETTING

1 Press the PROGRAM key and scroll through the menus until you reach the Internet Fax menu and press YES.

```
INTERNET FAX?          ↑
 YES / or 1-6          ↕
                       ↓
```

2 Press YES.

```
1  E-MAIL SETUP?       ↑
 OK=YES                ↕
                       ↓
```

3 Enter the name that you want to be used on your E-mails. This name will appear in the "FROM" heading of your message.

```
NAME=
 OK=YES     (DEL=NO)
```

4 Enter the E-mail address than press YES.

```
E-MAIL=
 OK=YES     (DEL=NO)
```

5 Enter the account name for your unit. This is the name of the mailbox at the E-mail server. Then press YES.

```
ACCOUNT=
 OK=YES
```

6 Enter the 4-digits password of the account name. It allows your unit to log into the POP3 server to receive E-mail.

```
PWD=
 OK=YES     (DEL=NO)
```

7 Enter the E-mail address that remote machine will reply to when they select "Reply" in their E-mail program. Press YES to enter this selection memory.

```
ERR.REP=
 OK=YES     (DEL=NO)
```

SERVER SETTING

1 Press the PROGRAM key and scroll through the menus until you reach the Internet Fax menu and press YES.

```
INTERNET FAX?       ▲
  YES / or 1-6      ▼
```

2 Use the Up/Down Arrow Keys to the SERVER SETTING menu then press YES.

.

```
2   SERVER SETTING?  ▲
  OK=YES             ▼
```

3 Enter the IP address for the SMTP mail server. This information is obtained from your E-mail administrator. After enter the IP address, including the "."s, then press YES.

```
SMTP=
  OK=YES
```

4 Enter the IP address for the POP3 mail server and press YES.

```
POP3=
  OK=YES
```

Note: The SMTP server and POP3 server addresses may be entered up to 64 characters.The address must include the "." divider (e.g. 140.135.12.1.) or use the host name (e.g. mail.network.com).

Note: You can select DHCP disable or enable. The default value is Dynamic IP address, but if you want to use Fixed IP address, you must install the Bi-Admin to program this item.

POP3 INTERVAL

1 Press the PROGRAM key and scroll through the menus until you reach the Internet Fax menu and press YES.

```
INTERNET FAX?
 YES / or 1-6
```

2 Use the Up/Down Arrow Keys to the POP3 INTERVAL menu then press YES.

```
3  POP3 INTERVAL?
 OK=YES
```

3 Using the Left/Right arrows to select ENABLE, and press YES.

```
*ENABLE        DISABLE
 -SELECT&PUSH"YES"-
```

4 Enter the interval number, from 1 to 120 minutes. Your fax unit will look for new E-mail messages based on this time setting. Then press YES to finish this setting.

```
TIME=      min(1-120)
 -SELECT&PUSH"YES"-
```

TIME OUT SETTING

1 Press the PROGRAM key and scroll through the menus until you reach the Internet Fax menu and press YES.

```
INTERNET FAX?
 YES / or 1-6
```

2 Use the Up/Down Arrow Keys to the TIME OUT SETTING menu then press YES.

.

```
4  TIME OUT SETTING?
 OK=YES
```

3 Insert the number of minutes that the machine will try to contact the mail server and press YES. Use the Up/Down Arrow Keys to the POP3 INTERVAL menu then press YES.

```
TIME OUT=_min.(1-5)
```

ERROR REPORT

1 Press the PROGRAM key and scroll through the menus until you reach the Internet Fax menu and press YES.

```
INTERNET FAX?        ↕
 YES / or 1-6
```

2 Use the Up/Down Arrow Keys to the ERROR REPORT menu then press YES.

```
5  ERROR REPORT?     ↕
 OK=YES
```

3 Use the Left/Right Arrow Keys to select ENABLE and press YES. This report can be used to check whether Internet Fax has been successful.

```
*ENABLE       DISABLE
 -SELECT&PUSH"YES"-
```

TIME ZONE

1 Press the PROGRAM key and scroll through the menus until you reach the Internet Fax menu and press YES.

```
INTERNET FAX?        ↕
 YES / or 1-6
```

2 Use the Up/Down Arrow Keys to the TIME ZONE menu then press YES.

```
6  TIME ZONE?        ↕
 OK=YES
```

3 Use the e.g. Eastern Standard time is -05:00, or 5 hours behind GMT. E-mail server use this time to indicate when a message is sent. Press "YES" after entering the correct time.

```
Time Zone= GMT + 00:00
 ↓ ↑ &YES
```

GMT-12:00	Emoetok,Kwajalein	GMT+01:00	Amsterdam,Berlin,Bern,Rome Stockholm,Vienna,Belgrade, Bratislave,Budapest,Ljubljana Prague,Brussels,Conpenhagen, Madrid,Paris,Vilnius,Sarajevo Skopje,Sofija,Warsaw,Zagreb
GMT-11:00	Midwaym Island,Samoa	GMT+02:00	Athens,Istanbul,Minsk,Bucharest, Cairo,Harre,Pretoria,Helsinki, Riga,Tallinn,Jerusalem
GMT-10:00	Hawaii	GMT+03:00	Baghdad,Kuwait,Riyadh,Moscow St.Petersburg,Volgograd,Nairobi
GMT-09:00	Alaska	GMT+04:00	Abu Dhabi,Muscat,Baku,Tbiliai
GMT-08:00	PacificTime(US&Canada) Tijuana	GMT+05:00	Ekaterinburg,Islamabad,Karachi, Tashkent
GMT-07:00	Arizona Mountain Time(US&Canada)	GMT+06:00	Astana,Almaty,Dhaka,Colombo
GMT-06:00	Central Time(US&Canada) Mexcio City,Tegucigalpa Saskatchewan	GMT+07:00	Bangkok,Hanoi,Jakarta
GMT-05:00	Bogota,Lima,Quito Eastern Time(US&Canada) Indiana(East)	GMT+08:00	Beijing,Chongqing,Hong Kong, Urumqi,Perth,Singapore,Taipei
GMT-04:00	Atlantic Time(Canada) Caracas,Lapaz,Santiago	GMT+09:00	Osaka,Sapporo,Tokyo,Seoul, Yakutsk
GMT-03:00	Brasilia,Buenos Aires Georgetown	GMT+10:00	Brisbane,Canberra,Melbourne, Sydney,Guam,Port Moresby, Hobart,Vladivostok
GMT-02:00	Mid-Atlantic	GMT+11:00	Magadan,Solomon Is, New Caledonia
GMT-01:00	Azores,Cape Verde Is	GMT+12:00	Auckland,Wellington,Fiji, Kamchatka,Marshall Is
GMT	Casablanca,Monrovia Greenwich Mean Time: Dublin,Edinburgh,Lisbon,London		

Programming Locations

One-Touch Dial

1 Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

```
DIAL REGISTRATION?      ▲
  YES / or 1-5          ↕
                        ▼
```

2 Press YES since this is the first menu to appear and press YES to enter the One-Touch Program.

```
1 ONE-TOUCH DIAL?       ▲
  OK=YES                ↕
                        ▼
```

3 Press the One-Touch Key you wish to program.

```
-SELECT REGIST. KEY-
```

4 Press YES to accept your selection.

```
ONE-TOUCH  01
  ◄─  ─► or PRESS "YES"
```

5 When this symbol appears then press MAIL.

```
☎=
  OK=YES
```

6 Enter the E-mail address that you want to send and press YES.

```
TO=
  OK=YES
```

7 Enter the E-mail receiver's name.

```
NAME=
  OK=YES
```

8 You can select the images compression method using one of the standard formats used on faxes.

```
MH   MR   *MMR   JBIG
 -SELECT&PUSH"YES"-
```

Speed Dial

1 Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

```
DIAL REGISTRATION?    ↑
  YES / or 1-5        ↓
```

2 Press 2 or scroll down to the Speed Dial menu and press YES.

```
2 SPEED DIAL?         ↑
  OK=YES              ↓
```

3 Enter the number of the location you want to program and press YES.

```
SPEED DIAL =_
  OK=YES
```

4 When this symbol appears then press MAIL.

```
☎=
  OK=YES
```

5 Enter the E-mail address that you want to send and press YES.

.

```
TO=
  OK=YES
```

6 Enter the E-mail receiver's name.

```
NAME=
  OK=YES
```

7 You can select the image compression method using one of the standard formats used on faxes.

```
MH   MR   *MMR  JBIG
 -SELECT&PUSH"YES"-
```

Group Dial

This setting is the same as the "Facsimile Programming"--Group Dial Keys. You can refer to chapter 4, but if Internet Fax is optioned, the Group Dial can contain the One-Touch or Speed Dial programmed by Fax NO. or E-mail address can be mixed in a Group Dial.

Program Dial

1 Press the PROGRAM Key and scroll through the menus until you reach the DIAL REGISTRATION Menu. Press YES to begin programming.

```
DIAL REGISTRATION?      ↕
  YES / or 1-6
```

2 Press 4 or scroll down to the Program Dial menu and press YES.

```
4 PROGRAM DIAL?          ↕
  OK=YES
```

3 Press the One-Touch Key you wish to use. Remember, it must be one of the last eight.

```
-SELECT REGIST.KEY-
```

4 Choose the function you wish to program: 1=Broadcast, 2=Timer TX, 3=Mailbox TX, 7=Polling RX, and 8=Relay Initiate.When you want to use Internet Fax, you just choose the function 1=Broadcast and 2=Timer TX.

```
FUNCTION
SEL. 1/2/3/7/8
```

Note: To continue with this process, choose the group of steps that match your needs.

for 1=Broadcast

5 A screen appears to confirm Broadcast was your selection.

```
BROADCAST
```

6 Press the MAIL Key you wish to enter the E-mail address. You can also include any One-Touch or Speed Dial in this group.

```
NO.001=_
```

7 You can select "TO" or "C.C." for the message to this location.

```
TO=
    (TO=YES,CC=PROG)
```

Continuos to enter the E-mail address you wish to include and then save.

```
NO.002=
              (FIN.=START)
```

for 2=Timer TX

5 A screen appears to confirm Timer TX was your
   selection.

```
TIMER TX                    ↕
```
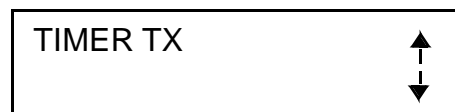
6 Enter the time you wish the transmission to occur
   and press YES.

```
TIMER=00:00
 OK=YES
```
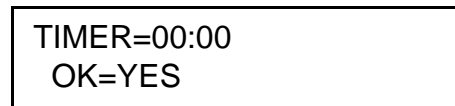
7 Press MAIL Key and enter address you wish to
   send or select a One-Touch or Speed Dial and press
   YES.

```
=ENTER FAX NO.
→or FUNCTION
```

Basic Operations of Internet Fax

Manual Transmission(Single Location)

The procedure to manually send an E-mail message from your device is very similar to manually transmitting a document to a facsimile device over the telephone line.

1 Place the documents in the Document Feeder.

```
☎= ENTER FAX NO.
  ➜   or FUNCTION
```

2 Press the MAIL Key on the control panel.

```
        *INTERNET FAX*
```

3 Enter the E-mail address.Then press START to begin the transmission.

```
TO=
OK=START   (FROM= ↓ )
```

```
@T (jim@aol.com)     99%
-SET DOC. FACE DOWN-
```

```
        *TX COMPLETE*
```

****

1 If you want to change the FROM: location in the E-mail message, press the Down Arrow Key.

```
TO=
OK=START   (FROM= ↓ )
```

2 Enter the E-mail address you want to appear in the FROM and press START. If you want to change the location for reply, press the Down Arrow Key.

```
FROM=
OK=START   (REPLY= ↓ )
```

3 Enter the E-mail address for replies and press START. If you want to change the encoding method used for the TIFF attachment, press the Down Arrow Key.

```
REPLY=
OK=START   (CODING= ↓ )
```

4 Use the Left/Light Arrow Key to change the coding selection. You must be sure that the remote location can handle the coding type. Then press YES to transmit.

```
MH   MR  *MMR  JBIG
 -SELECT&PUSH"YES"-
```

Manual Receive

The procedure to manually receive an E-mail message is very similar to the procedure to manually receive a fax message. Use the following procedure to retrieve an E-mail message manually.

1 With the unit in Standby, and no document in the ADF, press the MAIL Key and START Key.

```
       *INTERNET FAX*
              (RX=START)
```

2 If an E-mail is at the POP3 server, the E-mail is received.

```
        *E-MAIL RX*
 -SET DOC. FACE DOWN-
```

3 The screen appears the message. Then the received E-mail is printed.

```
       *PRINT  DOC*
```

Advanced Operations of Internet Fax

Broadcast

The procedure to send an E-mail message to multiple locations are very similar to the procedure used to send a fax message to multiple locations. You can send a message to a total of 148/180 locations. These locations can be either E-mail addresses or telephone numbers, but the Max of E-mail address is 50 locations only.

This operation is different than a Group Dial. A Group Dial will send a message to multiple locations, but the group list is programmed in the machine. The TX Broadcast Function is for one time only, and the locations must be entered each time. If you send a message to the same locations frequently, you should consider using Group Dial.

1 Press the documents in the Document Feeder.

```
☎= ENTER FAX NO.
    → or FUNCTION
```

2 Press the FUNCTION Key and enter 1 to select the Broadcast function.

```
1.BROADCAST
```

```
NO.001=
```

3 You can use One Touch or Speed Dial locations by pressing the appropriates keys. You also can press the MAIL Key and enter the E-mail address and select either "TO" or "C.C." for the message to this location.

```
TO=
    (TO=YES,CC=PROG)
```

4 When all the locations have been enter, press START to begin the Broadcast session.

```
NO.002=
          (FIN.=START)
```

Timer TX

1 Select the Original Type and Resolution if necessary and place your document in the Document Feeder face down.

```
NOV.06 15:38      100%
-SET DOC. FACE DOWN-
```

2 Press the FUNCTION Key and press 2 to select the Timer TX menu.

```
FUNCTION
  SEL. 1-8 OR FUNCTION
```

3 The following message appears briefly to confirm your selection.

```
2 TIMER TX
 OK=YES
```

4 Enter the time you wish the transmission to begin.

```
TIMER=00:00
 OK=YES
```

5 You can use Mail Key to enter E-mail address manually or use One-Touch Key, Speed Dial Key.

```
🖃=ENTER FAX NO.
 ➡or FUNCTION
```

One Touch, Speed Dial, and Group Dial

After you have programmed the E-mail locations, the procedure for transmitting using One Touch, Speed Dial, or Group Dial is the same as transmitting a fax message. You can refer to chapter 4.

Automatic Receive

Your facsimile device will automatically poll the POP3 mail server for received message. This automatic operation and the frequency of polling are determined by the settings programmed in the POP3 interval section.

Error messages

The T.37 option will always generate an error message when it cannot process the received file. It will also generate error message when it has a SMTP or POP3 protocol failure. These reports are printed on the machine that has the T.37 option installed.

In addition, the T.37 option can be configured to send an error message to the originator of the E-mail and to an E-mail address programmed into the machine. Your Service Technician can configure this capability.

Other error message will appear on the LCD to indicate problems.These message are self-explanatory and indicate operation faults.

Error Messages Report

- REPORT 1: The data received cannot be printed (TIFF Error)

  This message indicates that the machine could not process the TIFF file attachment due to a problem with the TIFF file format.

- REPORT 2: The data received cannot be printed (MIME Error)

  This message indicates that the machine could not process the attachment due to an error in the E-mail encoding.

- REPORT 3: Machine memory full (RX)

  This message indicates that the machine memory was full when the E-mail was received. The E-mail is first received into memory and then printed.

- REPORT 4: Message/Delivery-status (RX)

  This is a message delivered from the E-mail server indicating a problem with the delivery of the outgoing message. This is an automatic E-mail generated by the E-mail server.

- REPORT 5: E-mail server memory full (TX)

  This message indicates that the outgoing E-mail server has no room for the message.

- REPORT 6: TX Error (SMTP Communication Error)

  This message indicates the machine encountered a problem when communicating with the outbound mail server(SMTP server).

- REPORT 7: RX Error (POP3 Communication Error)

  This message indicates the machine had a problem when polling the inbound (receive)E-mail server(POP3 server).

LCD Display Messages

- *NIC NOT EXIST*

  This message indicates that the machine cannot detect a network connection.

- *NIC TIME OUT*

  This message indicates that the NIC did not establish communication with the E-mail server before the programmed Time Out interval was reached.

- *NO-EMAIL*

  This message indicates that no new E-mail found in mailbox of server.

- *I-FAX ERROR REPORT*

  This message indicates that the machine encountered an error when processing the received E-mail. It will appear while the Error Report is printing.

- *PASSWORD ERROR*

  This message indicates that the password entered is incorrect.

- *MAILBOX MEMORY FULL*

  This message indicates that the mailbox of mail server is too full to receive mails.

- *CAN' T CONNECT SMTP*

  This message indicates that the machine could not connect to the SMTP server.

- *CAN' T CONNECT POP3*

  This message indicates that the machine could not connect to the POP3 server.

- *SMTP COMM. ERROR*

  This message indicates that the SMTP protocol command error.

- *POP3 COMM. ERROR*

  This message indicates that the POP3 protocol command error.

- *SMTP TIME OUT*

  The command timeout of SMTP protocol.(TX)

- *POP3 TIME OUT*

  The command timeout of POP3 protocol.(RX)

- *MIME ERROR*

  This message indicates that the machine only receives TIFF file and txt-format file.It cannot receive files in other formats.

- *TIFF ERROR*

  This message indicates that TIFF file is not the standard format of Internet-Fax and cannot be printed.

- *MACHINE TIME OUT*

  This message indicates that the machine could not communicate with the NIC.

- *NOT SETUP DATA*

  This message indicates that E-mail setting or server setting did not finish programming.

PC Printing & Scanning

Set Printer

The Set Printer Menu enables you to select settings for Auto Cassette Selection, Number of Copies, Symbol Set, Font Number, PCL4 and 600 dpi.

Menu Item	Available	Default	Description
Auto Cassette Select	ON or OFF	OFF	Set the document to be printed out either via the Low-Tray or the High-Tray according to personal needs.
Number of Copies	Range 1-99	1	Choose the number of copies you want to print. You can override this through the computer software.
Symbol Set	23 kinds of symbols	IBM-US	Choose the appropriate symbol set for your screen and for printing.
Font Number	01-06	01	Select the default font by number. You can find the number on the font printout. The default 01 is Courier Portrait Medium. The font number also indicates whether it prints landscape or portrait.
Line Number	5-127	64	Select the number of printed lines per page.
PCL4 Enhance	ON or OFF	OFF	Select enhanced PCL4 printing.
GDI ENHANCE	ON or OFF	OFF	Select print 600 dpi Interface.

Number of Copies

Allows user to set the number of copies desired. The maximum number of copies is 99. You can override this function through the computer software.

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
SET PRINTER?          ↑
  YES / or 1-8        ↓
```

2 Press 2 or scroll down to the Number of Copies menu and press YES.

```
2 NUMBER OF COPIES?   ↑
  OK=YES              ↓
```

3 Enter the number of copies you want as your default setting. Press YES to accept this data into memory.

```
COPY PAGE=_1
  OK=YES  (DEL=NO)
```

Symbol Set

Allows users to choose the appropriate symbol set for printing. Choose the appropriate symbol set for printing with PCL4 emulation. If your application does not control this, you may need to select a different symbol set to match the language character, math symbols, and graphical characters.

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
SET PRINTER?          ↑
  YES / or 1-8        ↓
```

2 Press 3 or scroll down to the Symbol Set menu and press YES.

```
3 SYMBOL SET?         ↑
  OK=YES              ↓
```

3 Enter the number of copies you want as your default setting. Press YES to accept this data into memory.

```
SYMBOL SET=IBM-US     ↑
  OK=YES / or OT1-23  ↓
```

Font Number

Allows users to set various font numbers as listed below. Provides six internal fonts that remain resident in the machine. They are listed in the following table by number and size. The machine will use the selected font whenever your computer does not send an override for a different font. This unit also accepts download able fonts that are compatible with the HP PCL4 language that are sent to the printer and then selected by your computer software. Memory limitations can restrict the variety and size of the downloadable fonts.

Font Number	Font	Pitch	Point	Orientation
1	Courier	10	12	Portrait
2	Courier Bold	10	12	Portrait
3	Line Printer	16.6	8.5	Portrait
4	Courier	10	12	Landscape
5	Courier Bold	10	12	Landscape
6	Line Printer	16.6	8.5	Landscape

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
SET PRINTER?          ↑
 YES / or 1-8         ↓
```

2 Press 4 or scroll down to the Font Number menu and press YES.

```
4 FONT NUMBER?        ↑
 OK=YES               ↓
```

3 Enter the number of the font you wish to have as your default print font. Press YES to accept this data into memory.

```
FONT NUMBER=1
 OK=YES    (DEL=NO)
```

Font Definitions

Orientation:	Portrait text prints across the width of the page. Landscape text prints across the length of the page.
Pitch:	Font pitch determines the number of characters printed per inch. A pitch of 12, for example, means that 12 fixed width characters are printed in every inch.
Point Size:	Indicates the height of a font. There are 72 points to an inch.
Line Number:	Sets the number of text lines on a printed page. If your computer software sends more lines than this setting, they print on a second page.
Print Fonts:	Prints a list of resident fonts.
Paper Size:	The size of the paper in the Second Paper Cassette Unit.

Line Number

Allows users to set the total lines for each printed page. You can set any number between 5 and 127 lines per page.

Note: In most cases, PC software settings override this setting.

1   Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

> SET PRINTER?
> YES / or 1-8

2   Press 5 or scroll down to the Line Number menu and press YES.

> 5 LINE NUMBER?
> OK=YES

3   Enter the number of the lines per page you wish to have as your default. Press YES to accept this data into memory.

> LINE NUMBER=_64
> OK=YES   (DEL=NO)

Print Font

Allows the user to print samples of the fonts resident in the machine for your reference.

1   Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

> SET PRINTER?
> YES / or 1-8

2   Press 6 or scroll down to the Print Font menu and press YES.

> 6 PRINT FONT?
> OK=YES

3   The unit prints the list of available fonts. It also gives a sample of each.

> *PRINT FONT*

PCL4 Enhance

Allows users to select PCL4 printer emulation which supports 300 dpi. If the LCD displays, "PCL4/GDI CHANGE, RESTART YOUR FAX" because memory reallocation (refer to Memory required for printer"), it is necessary to power OFF the fax machine and then turn the power back ON (wait approximately 6 seconds before turning unit back ON).

Note: Please be sure to print (clear) any documents from Fax memory before selecting PCL4 ENHANCE.

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
SET PRINTER?              ▲
  YES / or 1-8            ▼
```

2 Press 7 or scroll down to the PCL4 Enhance menu and press YES.

```
7 PCL4 ENHANCE?           ▲
  OK=YES                  ▼
```

3 Select either ON or OFF depending on your needs. Press YES to accept this data into memory.

```
ON              *OFF
-SELECT&PUSH"YES"-
```

4 If you chose YES, you must restart your unit to make this change active.

```
PCL4/GDI CHANGE
   RESTART YOUR FAX
```

GDI Enhance

Allows users to select the GDI printer driver which supports 600 dpi. Additional memory is necessary for printing documents at 600 dpi.

> **Note: If your unit generates a "MEMORY FULL" report while attempting to print a document using PCL4 emulation, or the Window GDI Driver and does not print your document, your unit requires additional memory.**
>
> **Note: Since the fax unit must be turned OFF when switching to PCL4 emulation or GDI enhance, make sure that any documents stored in memory are printed out first.**

1 Press the PROGRAM Key and scroll through the menus until you reach the Set Printer menu and press YES.

```
SET PRINTER?
  YES / or 1-8
```

2 Press 7 or scroll down to the GDI Enhance menu and press YES.

```
8 GDI ENHANCE?
  OK=YES
```

3 Select either ON or OFF depending on your needs. Press YES to accept this data into memory.

```
ON            *OFF
-SELECT&PUSH"YES"-
```

4 If you chose YES, you must restart your unit to make this change active.

```
PCL4/GDI CHANGE
   RESTART YOUR FAX
```

Memory Allocations

The Minolta Fax 2800/3800 printer function comes with 2 / 6 MB of memory. If you print complex pages, you might experience memory overflow conditions.

Standard Memory Configuration Choices

MINOLTAFAX2800 / 3800 Memory configuration for Fax / GDI

Memory	User Selection		Fax Memory	For Printing		
	PCL4 Enhance	GDI Enhance	A4/Ltr. Std (Pages)	PCL4	GDI 300 dpi printing	GDI 600 dpi printing
STD	Off	Off	192	Yes*	Yes	No
	Off	On	96	Yes*	Yes	Yes
	On	Off	60	Yes	Yes	No
Add Option 8MB	Off	Off	960	Yes*	Yes	No
	Off	On	768	Yes*	Yes	Yes
	On	Off	672	Yes	Yes	No
	On	On	681	Yes	Yes	Yes

printing

Yes*: when printing complicated document, it isn't easy to print out well (buffer full). It is recommended to print by selecting PCL4 "ON".

MINOLTAFAX3800 Fax Memory configuration for Fax / GDI printing

| Memory | User Selection | | Fax Memory | For Printing | | |
	PCL4 Enhance	GDI Enhance	A4/Ltr. Std (Pages)	PCL4	GDI 300 dpi printing	GDI 600 dpi printing
STD	Off	Off	576	Yes*	Yes	No
	Off	On	384	Yes*	Yes	Yes
	On	Off	288	Yes	Yes	No
	On	On	297	Yes	Yes	Yes
Add Option 8MB	Off	Off	1280	Yes*	Yes	No
	Off	On	1152	Yes*	Yes	Yes
	On	Off	1056	Yes	Yes	No
	On	On	1065	Yes	Yes	Yes

Yes*: when printing complicated document, it isn't easy to print out well (buffer full). It is recommended to print by selecting PCL4 "ON".

PCL4 Emulation

PCL4 emulation provides 300 dpi resolution, which is adequate for printing text. If you are printing a document that contains several graphics, you might prefer to use the GDI driver, which provides a higher (600 dpi) resolution or the PCL5e option. See "GDI Printer Feature" on page 6-12 for details.

Connecting to a Computer

Follow these instructions to install the cables.

CAUTION
Never connect or disconnect cables with the power to either unit ON.

---

1 Close all the open programs on the PC.

2 Be sure power to the computer and the fax unit are OFF.

3 Connect the parallel cable to the parallel connector (bottom port) on the your unit.
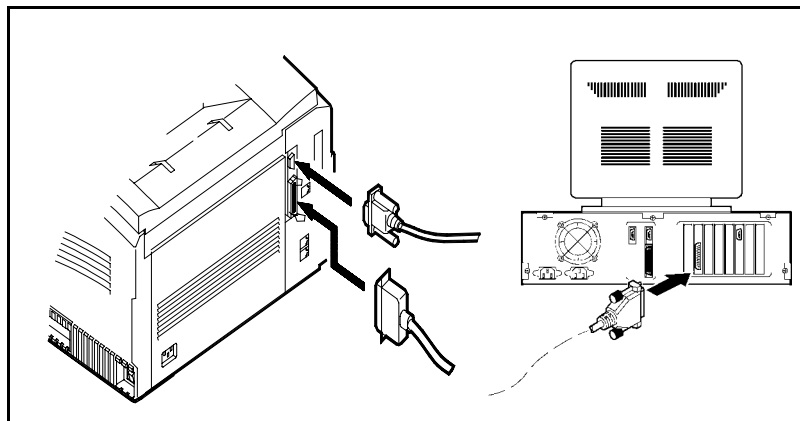
4 Connect the other end of the cables to the parallel port on the PC.

5 Turn power on to both the computer and the fax machine.

CAUTION
Static electricity can degrade your MFD unit operations and/or damage the unit. When the cable is not connected to your fax unit, cap the connector to guard against static electricity.

Setting Up the Computer Application Printer Driver

1 From the setup program in your software application, select the HP LaserJet Series II printer type. If you are using optional memory, we recommend you select the HP LaserJet IIP.

2 Set your software applications printer options to match the following items:

- Match the paper size with the size loaded in your paper cassette.
- Match the memory size in the driver to that of the your unit.

  Note: If your software application does not provide HP LaserJet II drivers, you should obtain them from the application vendor.

Basic Operation

This section explains standard printing with the MINOLTAFAX2800 and MINOLTAFAX3800. The display provides information about printer activities.

Using the Manual Feed Tray to Print

Use the Manual Feed Bypass to print on paper that is a different size than the paper you have loaded in the paper cassettes, or for printing on thick paper, such as envelopes. If paper is present in the Tray, the unit automatically selects it.

1 Place the paper on the tray and adjust the Side Guides.

2 Print to the MINOLTAFAX2800 and MINOLTAFAX3800 from your PC.
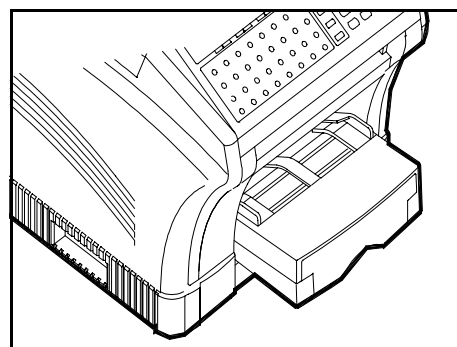
Printing Envelopes

Follow these steps to print an envelope.

1 In the application, configure the paper size for the envelope.

2 Place the envelope facing down in the manual feed tray with the narrow end leading into the center of the unit.

3 Adjust the Side Guides to the edges of the envelope.

4 Perform the steps in the software application to print.

Printer Messages

When the unit is on-line and receiving data from the computer, the unit displays messages indicating the printer status.

Message	Description	Recommendations
PC Connection	Printer is receiving data from the computer.	Allow unit to complete process before making any adjustments.
Printer Memory Full Memory = 00	There is insufficient memory for the print job.	Wait until other jobs complete making more memory available.

Auto-Select Paper Tray

The auto tray select function gives you a choice between manually selecting a paper tray or letting the unit select the paper tray to print or fax. Follow the instructions in "Setting Auto-Cassette Select (for Second Paper Cassette Unit) on page 4-16 to set up this feature.

GDI Printer Feature(option)

The GDI driver is an option for MINOLTAFAX2800 and MINOLTAFAX3800 that enables it to function as a 300 or 600 dpi laser printer for Windows applications. Either of a serial port or parallel port can be used to connect the unit to your PC for printing. The parallel port is recommended because the speed is faster, and the setup easier.

Connecting to Your PC

As stated above, you can use either a serial port or parallel port for the GDI printer function.

Verify that the parallel cable you are use conforms to the pinout specifications listed below:

Pin	Signal	Pin	Signal	Pin	Signal	Pin	Signal
1	-Strobe	10	-Ack	19	GND	28	GND
2	Data 1	11	Busy	20	GND	29	GND
3	Data 2	12	PError	21	GND	30	GND
4	Data 3	13	Select	22	GND	31	-Init
5	Data 4	14	-Auto Feed	23	GND	32	-Fault
6	Data 5	15	N.C.	24	GND	33	N.C.
7	Data 6	16	GND	25	GND	34	N.C.
8	Data 7	17	Chassis	26	GND	35	N.C.
9	Data 8 (MSB)	18	VCC	27	GND	36	-Select In

See "Connecting to a Computer on page A-7 to connect the parallel printer cable between the MINOLTAFAX2800 and MINOLTAFAX3800 printer port and a parallel port on your computer.

Installing The Printer Driver

These instructions assume that the Windows program is al ready running. These instructions are also included in a Readme File on the floppy.

Windows95

1 Click the **Start** button on the task bar.

2 Choose **Settings** - **Printers**.

3 In the **Printers** window, click the **Add Printer** icon.

4 The **Add Printer Wizard** opens. Click **Next**.

5 Choose **Local Printer**. Click **Next**.

6 A list of printers appears. Click the **Have Disk...** button.

7   When the dialog box appears, insert the program disk.

8   Click **Browse**.

9   Select the **win95** folder containing the **Mi28-38.inf** file.

10 Click **OK**.

11 Click **OK** on the *Install From Disk* window.

12 The **Add Printer Wizard** lists the Minoltafax2800/3800 printer.

13 Select the printer you want and click **Next**.

14 Select the serial or parallel port to which you have connected the print device.

    - If you are using a parallel port, go to the next step.
    - If you are using a serial port, click **Configure Port** to configure the PC serial port to match the MINOLTAFAX2800 and MINOLTAFAX3800 printer device. The COM port configuration for the MINOLTAFAX2800 and MINOLTAFAX3800 are:
    - Click **OK**.

Baud Rate:	38400
Data bits:	8
Parity	None
Stop bits	1
Flow control:	Hardware

15 Click **Next**. Continue to follow the instructions in the **Add Printer Wizard**.

    - The Wizard copies all necessary files to the PC hard drive and loads the printer driver.
    - During the file copy process, a *Copying Files* window might appear, instructing you to insert the original Windows 95 installation disk. Check to see if the requested files reside in your Windows system already. To do this, click **Browse** in the *Copying Files* dialog window and direct Windows to search for the files in the **System** directory (c:\windows\system). If the files are not found, insert the Windows 95 disk and instruct the *Copying Files* dialog to search for the files on the disk.

16 The **Add Printer Wizard** copies all the necessary files to your hard drive and loads the new printer driver.

Configuring the GDI Print Settings

Configure the settings for the GDI printer function the same as you would for any other printer. Refer to your Windows or software application manual.

In most applications, you configure the paper size in the application.

To configure the paper source:

- For the Bypass Tray, place paper in the Bypass. The Bypass paper will be selected first.
- For the Second Paper Cassette Unit, the MINOLTAFAX2800 and MINOLTAFAX3800 will automatically select the correct paper size. If both cassettes are the same size paper, the Top Tray will be selected first. If it runs out of paper, the unit automatically selects the Bottom Tray and continues.

Printing with your GDI Print Function

After you install the GDI print driver, you can select and use it in your Windows applications just as you would any other printer. When you select Print, the file to be printed is spooled inside the PC and then sent to your MINOLTAFAX2800 and MINOLTAFAX3800 units. Printed sheets exit onto the receiving tray.

Getting Help

The on-line help explains all the GDI print driver functions and options.

Scanning (TWAIN Driver Option)

The TWAIN software enables your PC to import scanned images from your MINOLTAFAX2800 and MINOLTAFAX3800 units into your software applications.
A serial port connection is required for this to work. See "Attaching the Peripheral Cables" on page A-8 if you need to connect the cable first.
Please Note: This feature is an option on your unit.

PC Requirements for the TWAIN Option

Cable	RS-232-C	
Computer	OS	Windows 98 / ME Windows 95 Windows NT Windows 2000
	MPU	Intel 80486SX 33 MHz or higher
	Memory	16 MB or more (Windows 95)
	HD	

Installing the TWAIN Driver

On Windows95

1 Insert the TWAIN driver disk in the disk drive.

2 Select **Window Explorer**.

3 Find the **Setup.exe** in TWAIN Driver disk.

4 Click **Setup.exe** twice.

5 The *InstallShield wizard* window appears. Follow the instructions to load the program.

Scanner Troubleshooting

When your unit encounters trouble while scanning, an error message appears on the LCD display. Consult the following table to correct the problem.

Message	Cause	Solution
Place Original	There are no documents in the ADF, or the ADF is in use.	Place your document in the ADF.
Document Jam	A document is jammed in the ADF.	Remove the document. Place it back in the ADF.
Communication Error, Check Setting/Scanning Table	The interface cable is not connected or the unit is OFF.	Connect the cable securely. Make sure the power is on. You may need to check and correct the communication settings in the Option menu.
Unable to scan image	The unit is performing an operation and is not in the image scanning mode.	Wait for the unit to finish the operation.
Scanning error code:XXXXXX	An error occurred during image scanning.	Reset the computer and your MINOLTAFAX2800 and MINOLTAFAX3800 units.
File access error	Captured images cannot be stored.	The destination disk is considered short on available space. Secure space enough to store the images.

Class 1 Fax/Modem

The Class 1 fax/modem interface on your unit enables it to function as a Class 1 fax/modem for any IBM-compatible computer, sending and receiving fax messages directly from your computer. The Class 1 fax/modem interface works with the computer to increase fax efficiency and speed. It works with the commercially available PC-fax software listed below.

You can also use the interface to scan and print fax resolution quality documents.

The interface works with the following fax software:

- WinFax Pro V10.0
- Unimessage Pro

It is possible to use other Class 1 computer software, but MINOLTAFAX2800 and MINOLTAFAX3800 don't guarantee their operation.

> **Note: For software installation, refer to the PC fax vendor documentation.**

Class 1 Interface

The Class 1 interface provides these functions:

- **Fax transmission**. A file in the computer can be faxed directly to a remote location. There is no need to print the file and scan it into the fax unit first. The PC fax software directs the file to your fax unit, and your fax unit sends it to the remote fax location.
- **Fax receiving**. Your PC can receive a fax from a remote location. The PC-fax software converts the fax into a computer file, and saves it on the computer's hard drive.
- **Printing**. You can send a file from your computer to your fax unit. The fax machine receives the file from the computer and prints the document at standard (200 x 100 dpi), fine (200 x 200 dpi), or superfine (200 x 400 dpi) resolution.
- **Scanning.**

PC Requirements

Your PC must have an available serial COM port. The computer type (386, 486, etc.), speed, and memory capacity must meet the system requirements for the PC fax software package you have selected. Refer to the PC fax software documentation for system requirements.

Connecting Class 1 to Your PC

The MINOLTAFAX3800 uses a standard RS-232C port to communicate with the PC. Follow the instructions in "Attaching the Peripheral Cables" on page A-8 to connect the cable if you have not already connected it.

Please Note: CLASS 1 PC Faxing is optional..

Installing the PC-Fax Software

There are a number of settings that affect the modem. This table provides a list of common settings and the preferred MINOLTAFAX2800 and MINOLTAFAX3800 settings.

Modem type	Generic Class 1 or Class 1
Flow control	Xon/Xoff
Dial type	Use the type that matches your telephone service. This selection determines whether the dial command is ATDT for tone or ATDP for pulse.
Dial tone detect	OFF
Detect busy	OFF. Your unit detects a busy signal and provides the correct response. If the remote unit does not answer, the fax unit responds "No carrier" on the computer, which can then schedule a re-dial.
Speaker On/Off and volume	OFF

Using Class 1 Mode

Note these considerations when using Class 1 mode:

- When your unit communicates with the computer, "CLASS 1 MODE" appears on the LCD.
- No other fax activities can be performed while the MFD communicates with the PC.
- During a fax operation initiated by your unit, a fax request initiated by the PC is not processed.
- The maximum fax transmission speed is 14,400 bps in Class 1 mode.

Sending a Fax in Class 1 Mode

Follow these steps to send a fax from your computer to a remote location.

1 From the computer, select the file you are sending.

2 Enter the remote fax telephone number.

3 Start the send operation from the PC, according to the PC-fax software instructions.

Receiving a Fax in Class 1 Mode

Note these requirements for receiving a fax on your computer:
- PC RX must be set to ON. (Default = ON)
- The computer must be on.
- The PC-fax software must be running and set to auto-answer.
- Your unit routes the incoming call to the computer.

Scanning in Class 1 Mode

To scan a document from your unit into your PC-fax application, you must use your Class 1 ID number for the destination. You must enter your ID number exactly as it is programmed. (Default = 888)

1 Make sure the computer is on.

2 Make sure the PC-fax software is running and set to auto-answer mode.

3 Load the document in the ADF.

4 Select the highest available resolution to assure the best print quality.

5 Enter your Class ID number as the destination. Enter this number in one of the following ways:

- Use your MINOLTAFAX2800 and MINOLTAFAX3800 keypad to enter your fax phone number.
- Pre-program your fax phone number into a one-touch or speed dial location. Use this one-touch or speed dial to enter the destination.

6 Your unit scans the document into memory, then faxes it to the computer.

Printing in Class 1 Mode

To print a document to your unit from the PC-fax application. you must use the Class 1 ID number as the destination. Enter the Class ID number exactly as it is programmed.

Follow these steps to use your unit as a printer:

1 In the PC-fax software application, enter the Class 1 ID number in the telephone number field.

2 If the PC-fax software application allows, you can enter a single hyphen for the phone number instead of the Class 1 ID number.

3 When your unit receives the destination telephone number (the Class 1 ID number) from the PC, it recognizes the number as its own and prints the document instead of forwarding it to another location.

Chapter7
Maintenance & Supplies

Loading the Paper

Paper Tray

1 Remove the Paper Tray Cover.
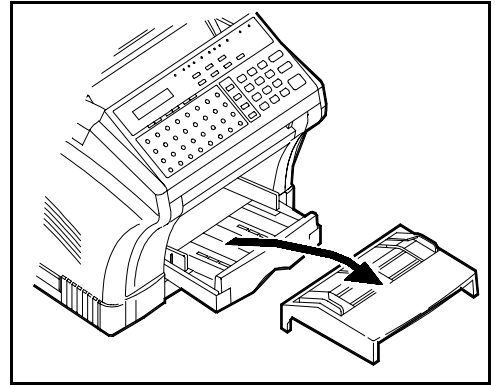
2 Fan the paper stack thoroughly and align its edges.
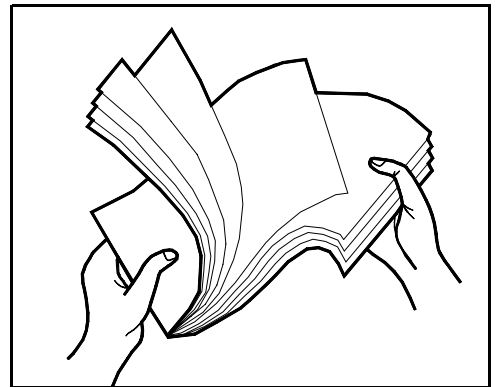
3 Load paper onto the Tray and adjust the Alignment Guides to touch the sides of the paper.

    Note: When paper remains in the Tray, do not load more paper on top of it. Always place the remaining paper on top the stack to assure it is used first.
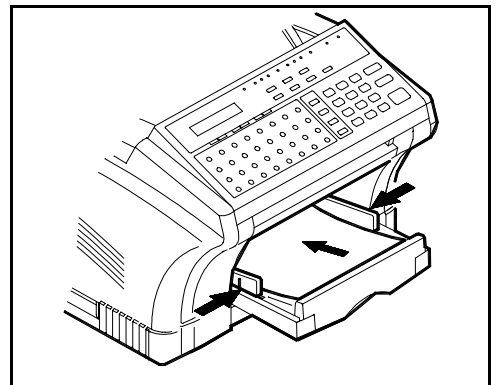
Optional Second Paper Cassette Unit(SPCU)

1 Lift the SPCU slightly and pull to remove it from the machine.
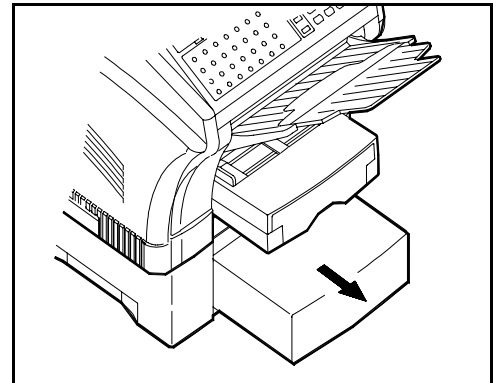
2 Remove the Cassette Cover and press down on the Paper Lifting Plate.
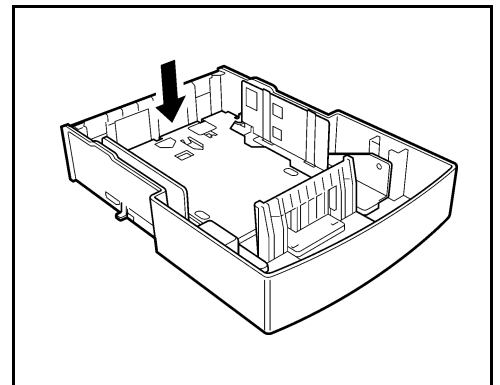
3 Fan the paper stack thoroughly and align its edges. Load the paper stack on the tray.

   Note: Place the side of the paper you wish to print on UP. This is particularly important when printing on pre-printed stock such as letterhead.
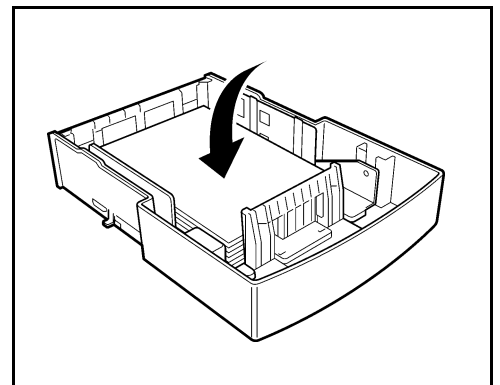
4 DO NOT place paper above the
Maximum Paper Level indicator.

> **Note: When paper remains in the
> Cassette, do not load more paper
> on top of it. Always place the
> remaining paper on top the stack
> to assure it is used first.**
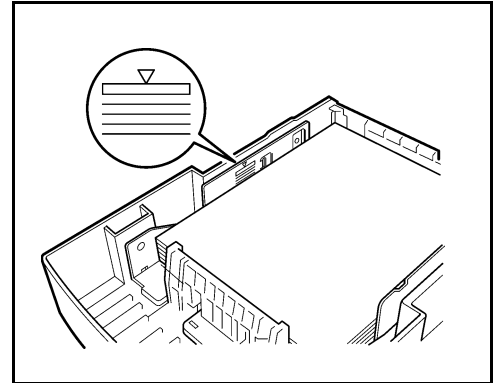
5 Replace the Cassette Cover and insert it
into the machine.
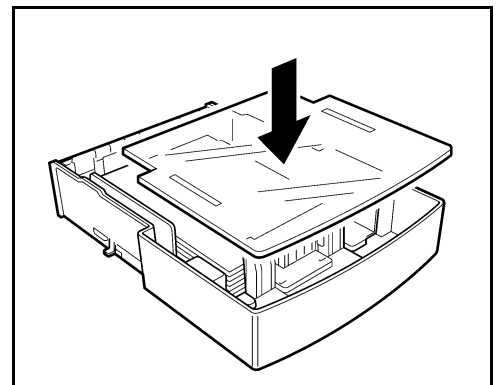
Clearing Paper Jams

The facsimile machine has two different messages for paper jams.
The message "ORIGINAL DOC. JAM" indicates a problem in the Scanner section.
The message "RECORDING PAPER JAM" indicates a problem with the printer paper path.

Document Jams

When a document jam occurs, the message "ORIGINAL DOC. JAM" appears on the LCD. To remove the jam, follow the procedure below.

1   Open the Scanner Cover and remove the jammed documents.
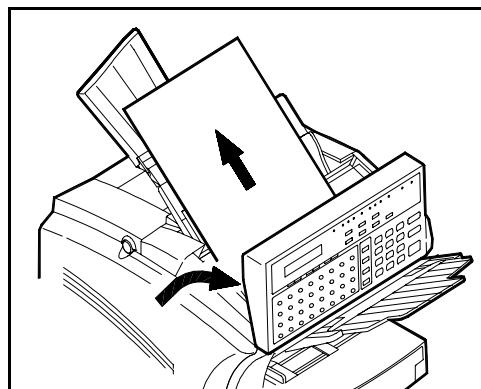
2   Open the ADF Cover and remove the jammed documents.
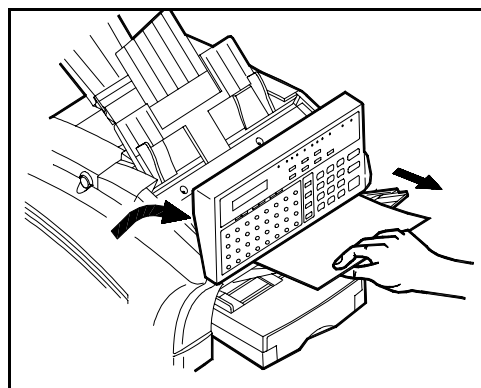
3   Close the Scanner Cover.
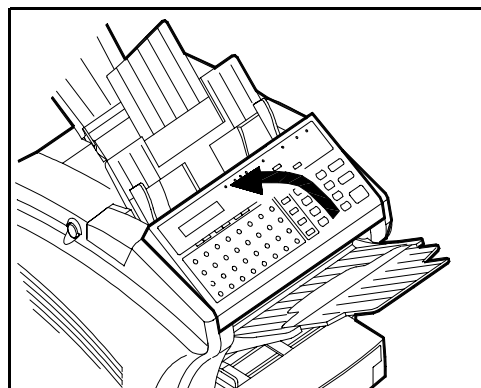
Paper Jams

When a paper jam occurs, the message 'RECORDING PAPER JAM" appears in the LCD Display.

1 Press the Cover Lock Release Buttons on the left and right side of the Printer Cover, and swing open the Cover.

> **Note: The area directly below the Document Feed Tray is where the Fuser is located. It can be hot and you should avoid touching it.**
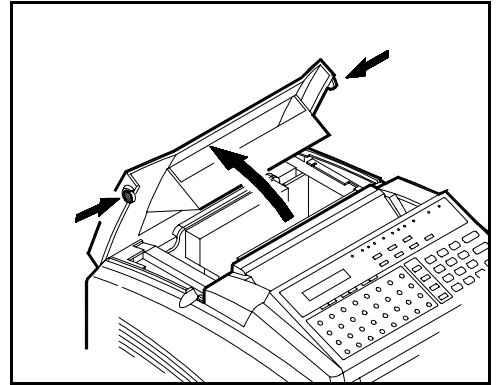
2 Remove the used Toner Cartridge from the fax machine.
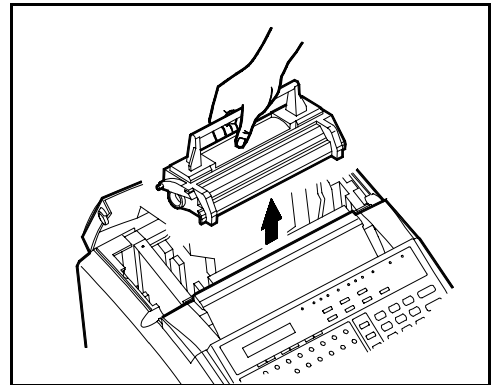
3 Remove the Drum Cartridge from the fax machine.

> **Note: Whenever the Drum Cartridge is removed from the fax machine, be sure to cover it with a cloth to protect it from light.**
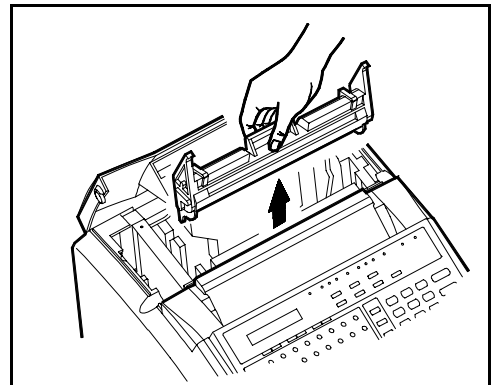
4 Check the paper feed area, the paper exit area, and the area under the Drum and Toner Cartridges for paper. Continue with one of the following procedures to remove the jam.

Jam at the Paper Feed Tray Cover

1 Pull out the paper in the direction shown by the arrow.
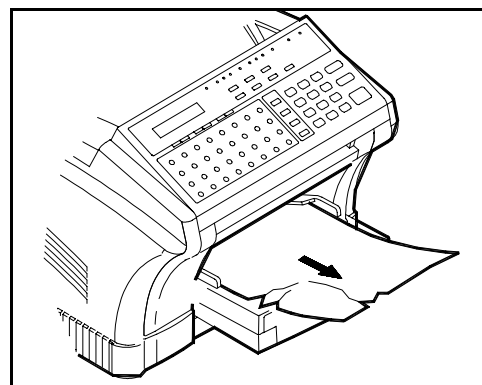
Jam at the Paper Feed Tray

1 Remove the Tray Cover and pull out the paper in the direction shown by the arrow.
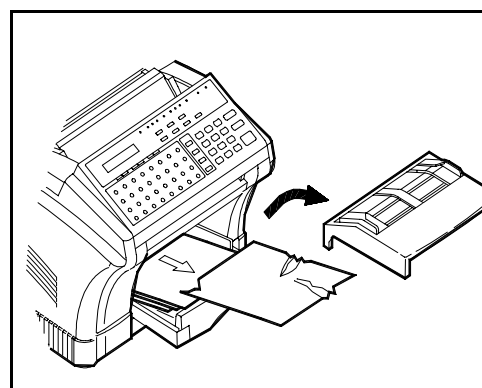
Jam at Paper Exit Tray

1 If the paper is caught by the Fusing Unit, remove the paper by pulling it toward you as shown by the arrow.

Note: Under certain conditions, after you remove a jam from the Fuser area, you may experience toner smudges on the next page.
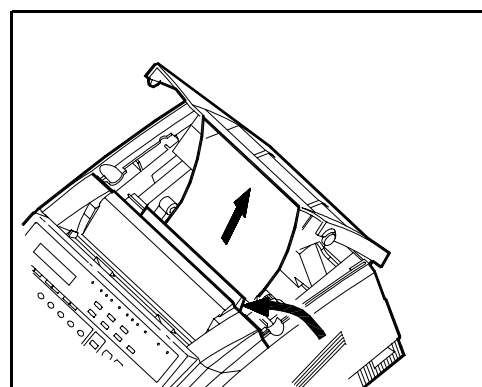
Jam between the Feeding Rollers and Fuser Unit

1 Pull out the paper from the Fuser Unit in the direction shown by the arrow.

2 Pull out the paper from the Feed Roller in the direction shown by the arrow.
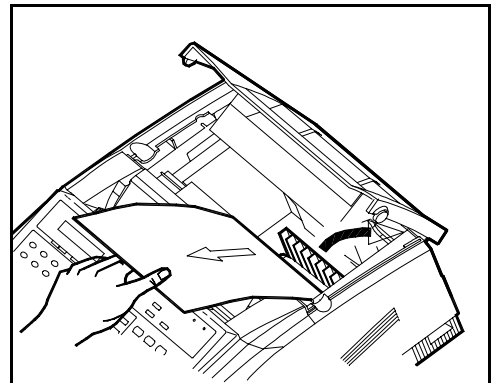
Jam at the SPCU

1 Remove the SPCU Cassette.

2 Pull out the paper from the Feed Roller in the direction shown by the arrow.

3 Re-install the SPCU Paper Cassette into the SPCU.
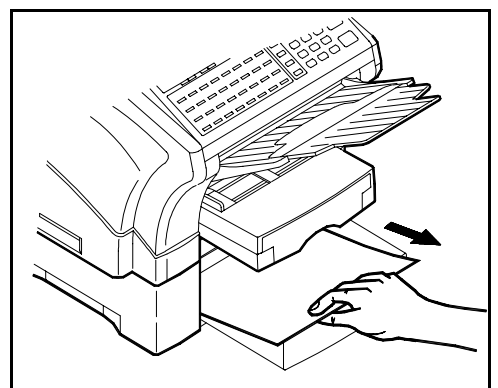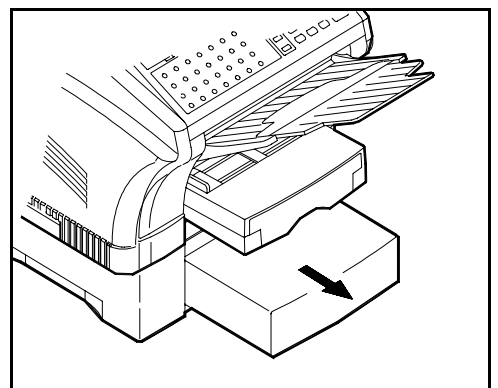
After removing the jam follow these steps:

1 Install the Drum Cartridge making sure the color tabs fit into the slots.
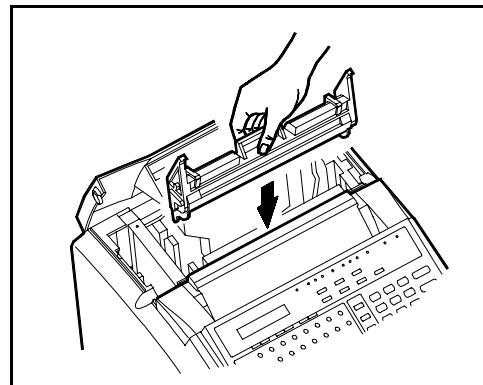
2 Install the Toner Cartridge Making sure the color tabs fit into the slots.
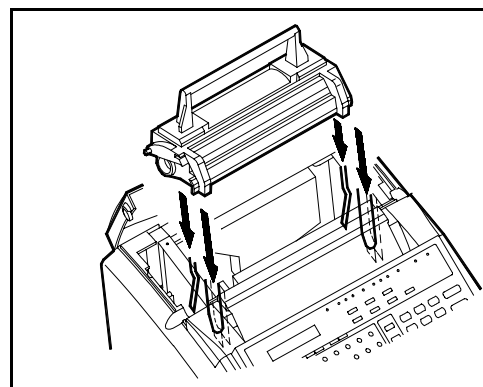
3 Gently press down the Printer Cover and securely close it.
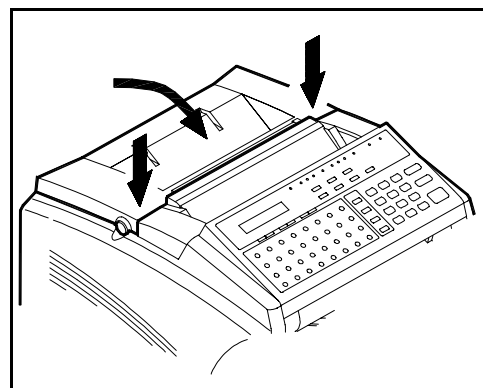
Changing Toner Cartridge

1   Press the Cover Lock Release Buttons on the left and right side of the Printer Cover, and swing open the Cover.
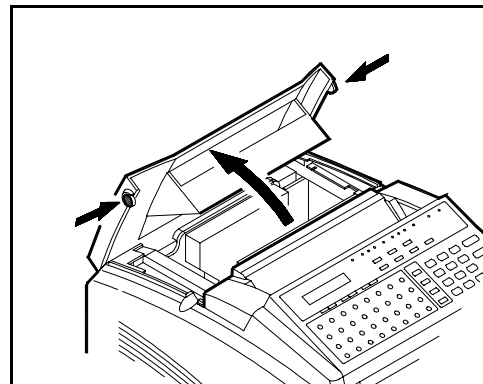
2   Remove the used Toner Cartridge from the fax machine.
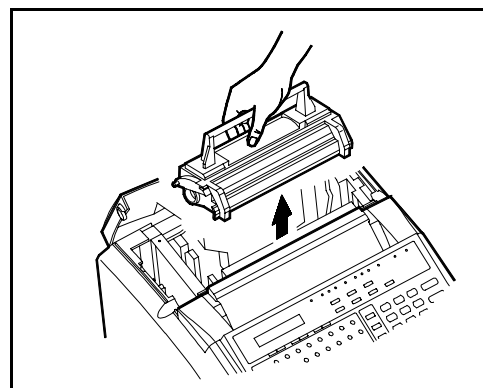
3   Take the new Toner Cartridge out of its carton, Before installing the Toner Cartridge, it is necessary to evenly distribute the toner inside of the Cartridge. Hold the Toner Cartridge with both hands, and shake it in the direction of the arrows.
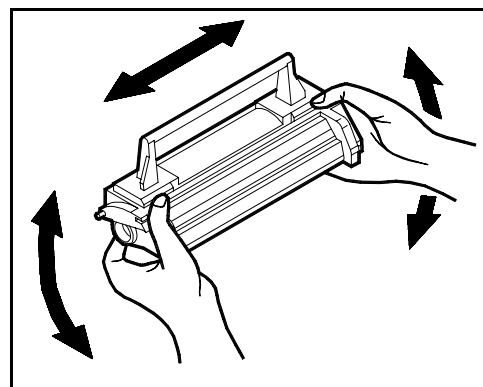
4   Install the new Toner Cartridge. Make sure the four pins of the Toner Cartridge (two each at the front and rear sides) fit in the slits inside the fax machine.
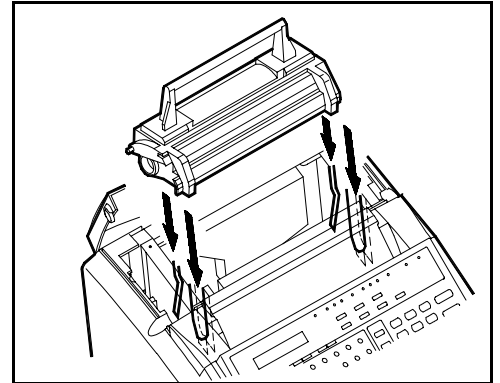
5   Gently press down the Scanner Cover, and securely close it.

> **Note: A new Cartridge sometimes makes a grinding noise when first installed. This noise is caused by the initial meshing of the gears on the Cartridge. It normally goes away after a few cycles.**
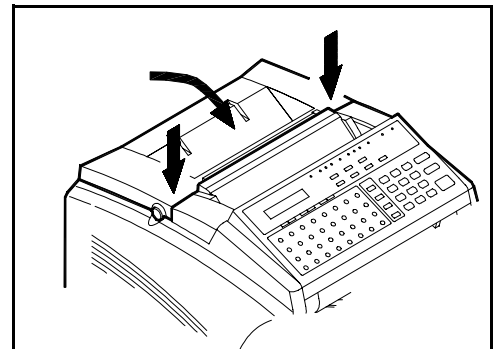
Changing Drum Cartridge

1   Press the Cover Lock Release Buttons on the left and right side of the Printer Cover, and swing open the Cover.

2   Remove the used Toner Cartridge from the fax machine.

3 Remove the Drum Cartridge.

4 Take the new Drum Cartridge out of its carton and install it. Make sure to align the tabs with the slots and match blue and green color coding.
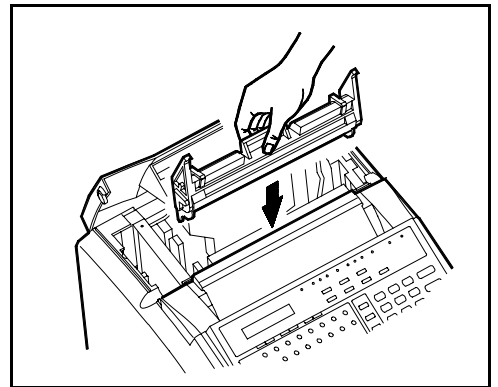
5 Install the Toner Cartridge. Make sure the four pins of the Toner Cartridge (two each at the front and rear sides) fit in the slits inside the fax machine.
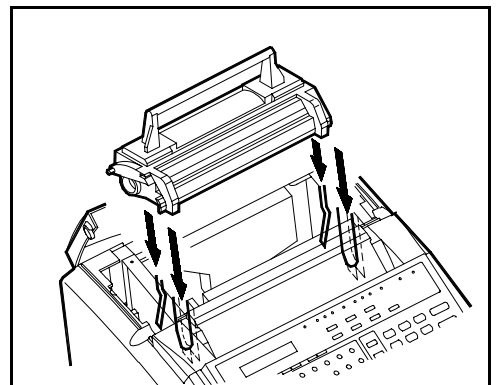
6 Gently press down the Scanner Cover, and securely close it.
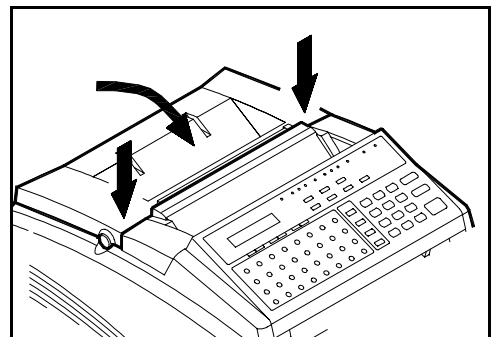
Maintenance

Cleaning Your Fax Unit

It is important to take routine care of your fax machine to keep it in optimum operating condition.

1 Using a soft cloth dampened with mild detergent, wipe the outside of the fax machine.
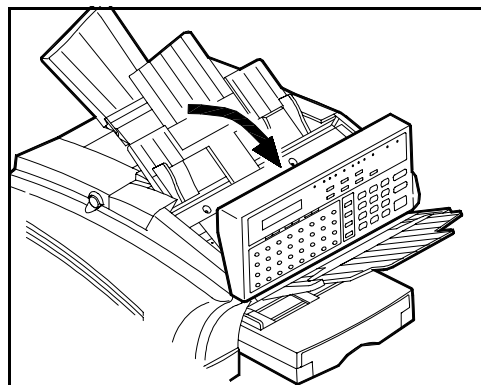
Cleaning the Scanner

1 Open the Scanner Cover.
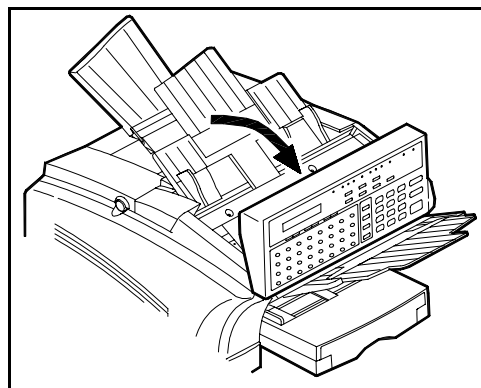
2 Gently wipe the glass of the image sensor.

Note: To transmit your documents more clearly, you can wipe with a dry cloth. NEVER use detergent and water.
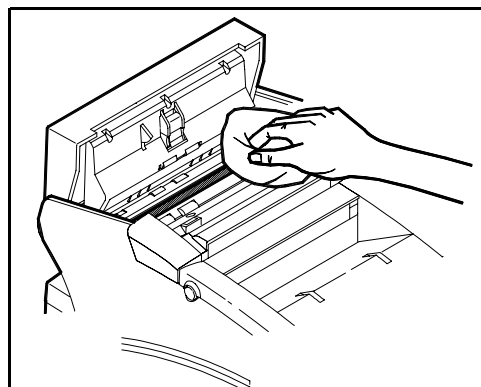
Cleaning the White Roller

1 Turn the power OFF.
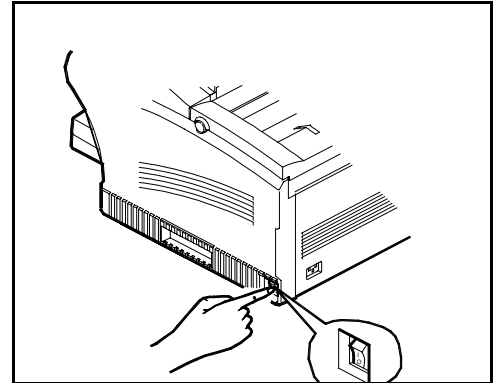
2 Open the Scanner Cover.
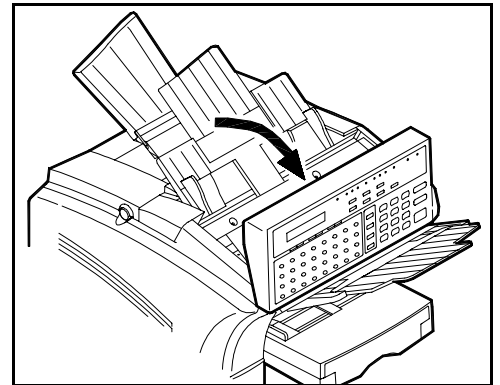
3 Wipe the roller clean of dirt and paper dust with a soft cloth.
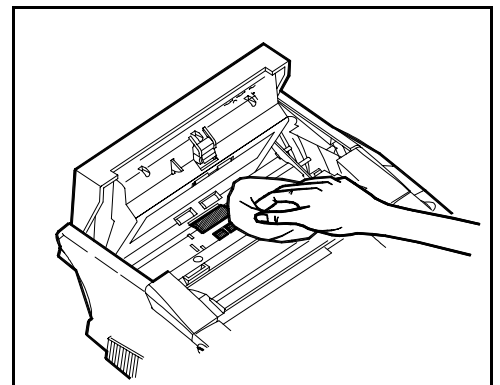
4 Close the Scanner Cover.
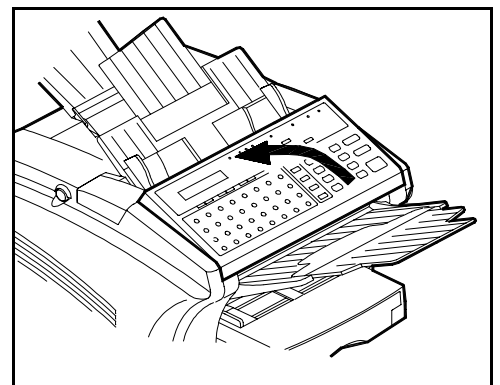
Notes:

Troubleshooting

Troubleshooting

If your fax unit does not work properly, please refer to the following information to fix some problems you might encounter before contacting your service representative. However, if the problem still cannot be corrected, do not attempt further repairs. Turn OFF your unit and consult your Service Representative. Never disassemble or try to fix your fax unit on your own, as you could damage it and suffer risk of electric shock.

Error Indication Types

The fax unit warns you of an error or malfunction with the LED, ERROR or messages detailed below. These pages cover the meaning of the LED, ERROR, and messages, together with action you can take to correct the problem.

LED Indication	Description	Action
LED ON	(Machine Trouble) A minor malfunction has occurred.	Follow the instructions on the display.
LED Blinking	(Machine trouble) A malfunction has occurred.	Call your Service Representative.

Alarm Beeps	Description	Action
Three short intermittent beeps.	An incorrect key has been pressed.	Press the correct key.
Short intermittent beeps lasting for 3 seconds.	A communications error has occurred.	Follow the instructions on the display.
Continued short beeps.	Handset is not placed on the cradle after communication.	Correctly place the handset on the cradle.
Twenty intermittent beeps.	(Machine trouble) A malfunction has occurred in the machine.	Call your Service Representative.

Error Messages

The most commonly encountered messages are listed below. Review the cause or symptom of each message and then take the necessary action. For any other messages, follow the instructions that appear on the LCD.

Message	Cause/Symptom	Action
NO M-BOX FUNCTION	• The fax unit on the receiving side is not equipped with the mailbox function.	• Cancel mailbox TX and retry transmission.
CAUTION **NO PAPER**	• The paper feeding tray or second paper feeding tray has run out of paper.	• Add Paper.
CAUTION **NO TONER**	• Toner Cartridge is not installed properly or Cartridge is missing.	• Re-install Toner Cartridge properly or install a new Toner Cartridge.
CAUTION **MACHINE TROUBLE**	• (Machine trouble) A fault has occurred in the machine.	• Call your Service Representative.
CAUTION **MEMORY FULL**	• While the fax was receiving a document during mailbox RX, memory RX or Substitute RX the memory became full and facsimile machine is unable to store additional documents into memory.	• Press the STOP Key and print any documents stored in memory. When memory is available, request the other party to retry the transmission.
	• While your fax was scanning a document for Memory TX, the Memory became full and the fax was unable to send the entire document using Memory TX.	• To transmit the portion of the document that has been scanned into memory, press the START Key. To increase the memory capacity of the fax machine, print out any documents that were received into memory or wait until other memory transmission jobs are completed. Then retry your Memory TX. • To cancel what has been scanned into memory, press the YES key. To increase the memory capacity of the fax machine, print out any documents that were received into memory or wait until any other memory transmission jobs are completed. Then retry your Memory TX.
CAUTION **ORIGINAL DOC. JAM**	• A document jam has occurred.	• Clear the misfeed or jam by following the procedures given in "Clearing Document Jams."
CAUTION **PRINT COVER OPEN**	• The fax machine Cover is open or loose.	• Lock the fax machine Cover in position.
CAUTION **RECORD PAPER JAM**	• A recording paper jam has occurred.	• Clear the jam by following the procedure given in "Clearing Paper Jams."
*CAUTION **SCAN COVER OPEN**	• The Scanner Cover (Control Panel) is open or loose.	• Close the Scanner Cover.

Message	Cause/Symptom	Action
CAUTION TONER NEAR EMPTY	• The fax is almost out of Toner.	• Replace the Toner Cartridge with a new one. If you leave it without replacing, printed image might be light.
CAUTION TONER EMPTY	• The fax unit has run out of toner.	• Change the Toner Cartridge.
COMM. ERROR	• An error has occurred and communication was unsuccessful.	• At transmission: Press the STOP Key, then try another transmission sequence. • At reception: Press the STOP Key then ask the other party to try another transmission.
NOT REGISTERED	• There is no destination information programmed in the One-Touch Key or Speed Dial number you have just pressed.	• Select the One-Touch Key or Speed Dial number which contains the information of the destination you are trying to send.
REDAIL ALL FAILED	• The document has not been transmitted to the other party even through repeated auto re-dial attempts.	• Press the STOP Key, check the fax number, then try another transmission sequence.
ID WAS USED	• The ID entered has been previously assigned.	• Enter a new ID.
WRONG MAILBOX ID	• The Mailbox ID specified by the other party does not match the Mailbox ID programmed in your fax.	• Advise the other party of the correct Mailbox ID and ask them to retry the transmission or ask the party to cancel Mailbox TX and retry transmission.
WRONG PAGE COUNT	• The number of pages of the document transmitted does not equal the number of pages set with page count TX.	• Check the number of pages again and retry the transmission.
CHECK LINE	• After several attempts, transmission is unsuccessful.	• Check to make sure telephone line is properly connected to the fax machine and the wall jack.
NO INITIATE FUN	• Remote machine not compatible with your machine.	• Check the other party fax machine.
RX SIDE/MEM.FULL	• Remote side memory not enough to save entire document for transfer to other party. • Remote machine not compatible with your machine.	• Try again when remote side fax memory is available. • Check the other party's fax machine.
FILE IS FULL FILE FULL / TX CANCEL FILE FULL / RX CANCEL	• Memory is not available.	• Wait until memory is available.
REMAILING DATA PUSH COPY KEY	• There is data from PC (using PCL-4 emulation) in fax memory.	• Press the COPY Key to print out the remaining data in the memory.

Message	Cause/Symptom	Action
CAUTION **GDI ENHANCE NOT SET**	• GDI ENHANCE printing mode not set or memory not available.	• Select GDI ENHANCE printing (refer to set printer session). • Call your Service Representative for possible memory upgrade required.

Troubleshooting Tips

Here are some tips for troubleshooting our fax. First, take the actions shown below.
However, if the problem persists, call your Service Representative.

Symptom	Action
1 Nothing is shown on the Display.	• make sure the Power Cord is plugged in properly. • Check the Main ON/OFF Switch to make sure it is in the ON position. • Check another electric appliance to the AC outlet to check whether the outlet is live.
2 Nothing printed on the receiving side.	• Make a local copy to check if your machine has any problem. • Make sure the recording paper is properly loaded in the remote receiving unit.
3 The machine fails to enter the reception mode when it is called.	• Check whether the machine is in the automatic reception mode. • Check whether paper is empty or the memory is full.
4 Automatic Document Feeder fails to work.	• Check the document size. • Make sure the documents are properly placed in the Feeder.
5 When the reception image has black stripes.	• Use your fax to make a copy of the document. • If the copied document does not have black stripes, ask the transmitting side to check their machine. • If the copied document has black stripes, contact service personnel.
6 No sound can be heard from the telephone set.	• Check if the Telephone Cord is correctly connected to the terminal of the fax. • Check if the Line Cord is connected correctly.
7 Communication error.	• Most errors are caused by bad line connections, so please retry. • Test with another fax machine. If this problem still exists, please contact your service representative.
8 The image received is not clear.	• Make a copy of another original with a clear image to check the image quality. • If the copy is clear: the telephone line or the fax machine of the other party is probably at fault. Ask the other party to re-transmit the document.
9 The image is slanted on the page when you make a copy or receive a document.	• Re-adjust the Guide in the Paper Cassette.
10 The copy quality is poor.	• If any black lines appears on the page, please clean the surface of the scanning head under the Control Panel. If the image become faint or blurry, please remove the toner set and rock it.
11 The pages come out wrinkled or there are frequent paper jams or double feeding.	• Check if the paper size and type fit your fax. • Check if the paper you are using is rippled or creased.
12 Your machine print out quality is degrading.	• Replace the Drum Assembly.
13 The image received is skewed.	• Ask the other party to retry transmission. The document may have been fed incorrectly at the TX machine.
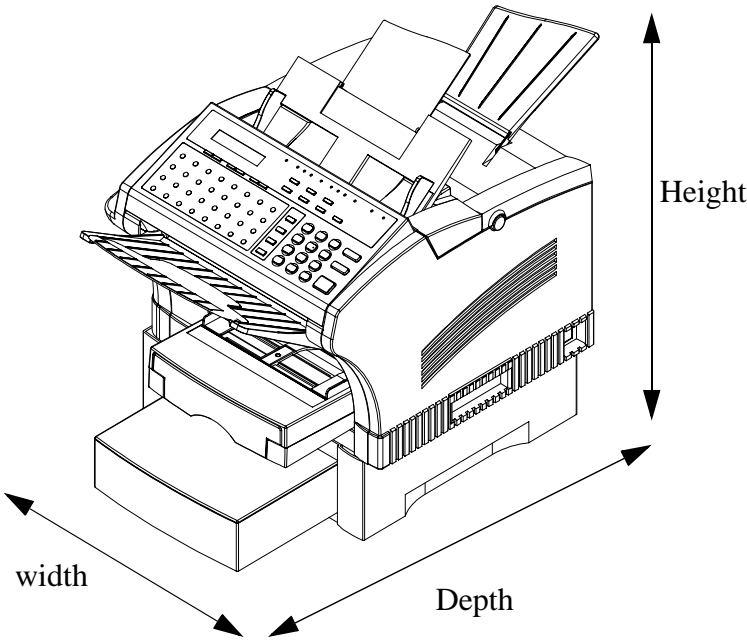
Symptom	Action
14A document you transmitted to another party was not received clearly.	• Make a copy of the document transmitted to check for image quality. • If the copy is not clear, clean the contact image sensor of the Scanner of your fax. If still not clear, your fax may need service. • If the copy is clear, the telephone line or the fax machine of the other party is probably faulty. Re-transmit the document to check the image quality.

Specifications

Physical Specifications

Style	Desktop - Plain paper fax, with optional 500 sheet cassette, PC-printer, PC-scanner, PC-fax, network printer or Internet-Fax	
Printing Method	Electrostatic transfer and laser printing	
Scanning Method	Contact Image Sensor (CIS).	
Photo Conductor	Organic Photo Conductor Drum (OPC)	
Fusing	Hot roll fusing	
Dimensions		

	Standard Unit: Basic Unit
	    With Trays extended
	    W/O 2nd cassette
	    With 2nd cassette
		Width = 424 mm (16.69 inches)
		Depth = 708 mm (27.89 inches)
		Height = 420 mm (16.53 inches)
		Height = 540 mm (21.25 inches)

Weight	Standard Unit: (w/o 2nd cassette)	14 kg (30.87 pounds)
Master Carton Contents	Fax machine AC Power Cord Drum Toner Cartridge Automatic Document Feeder	Document Exit Tray Telephone Line Cord User Guide Paper Exit Tray

Electrical Specifications

Power range	120 Vac (102-127Vac), 50/60 Hz±2% 230 Vac (198-264Vac), 50/60 Hz ±2%	
Power Consumption	Operation Standby Power Save Mode	600 W 30 W(or less) 110 Vac--less than 10 W 230 Vac-- less than 10 W

Operational Specifications

Warm-up time	Approximately 20 seconds	
Number of copy selection	1 to 99	
Recording Paper Capacity / Sizes	Standard Cassette Optional 2nd cassette Manual Feed Tray Exit Tray Capacity	250 sheets, A4, Letter, Legal 500 sheets, A4, Letter Single Sheet, A4, Letter, Legal, Transparency, Executive Envelope 200 sheets, face down
Recommended Paper Weights	Cassette, recommended acceptable Manual Feed	20 lb (75 g/m^2), A4, Letter, Legal 16-24 lb (60-105 g/m^2), A4, LT, LG 16-24 lb (60-105 g/m^2), A4, LT, LG
Print	Effective Width Effective Length	A4 202 mm (7.8 inches) Letter (LT) 208 mm (8.2 inches) Legal (LG) 208 mm (8.2 inches) A4 289 mm (11.4 inches) Letter LT) 271 mm (10.7 inches) Legal (LG) 348 mm (15.1 inches)
	Speed	8 ppm, Letter/A4 size page
	Resolution	600x600 dpi
Supplies	Toner Cartridge: Drum Cartridge:	6,000 prints or more (5% coverage) 20,000 prints or more (5% coverage)

Scanner	Optical system	Contact Image Sensor (CIS)
	Effective Width	208 mm(8.19 inches)
	Effective Length Long Document	128 mm (5 inches) - 356 mm (14 inches) 380 mm (14.9 inches) Can be extended to 1000mm(39.4 inches)
	Document Feed Tray Capacity	50 sheets, face down, 20 lb. (75 g/m^2) A4, Letter.
	Document Width	Minimum: A5 (148mm) Maximum: 11 inches (280mm)
	Resolution Horizontal x vertical	Standard--203 pixels/inch x 98 lines/inch (8 pixels/mm x 3.851 lines/mm) Fine--203 pixels/inch x 196 lines/inch (8 pixels/mm x 7.7 lines/mm) Super Fine--203 pixels/inch x 392 lines/inch (8 pixels/mm x 15.4 lines/mm) [Memory Transmit] Super Fine--300 pixels/inch x 300 lines/inch (11.8 pixels/mm x 11.8 lines/mm) [ADF or manual Transmit with 300x300dpi capability facsimile or Half Tone-Super Fine copy operation] Super Fine--300 pixels/inch x 392 lines/inch (11.8 pixels/mm x 15.4 lines/mm) [B/W Super Fine copy operation]

Facsimile Specifications

Dialing Functions	Phone System	PSTN (Public Switched Telephone Network) PBX (Private Branch Exchange)
	Dial Type	DTMF (Dual Tone Multi Frequency) DP (Dial Pulse: 10pps or 20pps)
	Direct Dial Keypad	Numeric Keypad
	One-Touch Dial	32/64 One-Touch Keys
	Speed Dial	100 Locations
	Broadcasting locations	148/180 Locations
	Group Dial	32/64 Groups (One-Touch or Group Dial, Max 50 locations per Group)
Protocol	Group 3 ITU-T with ECM Class 1 (Optional)	
Compression	MH, MR, MMR, JBIG	
Modulation	V.34, V.17, V.29, V.27	
Modem	33,600 bps	
Transmission Speed	Standard Resolution	Less than 3 sec.(ITU-T NO.1 chart)
Memory Capacity	Standard	2 MB / 6 MB
	Option	8 MB
Memory Backup Time	10 hours Min.(Minimum 48 hours charge)	

Optional Accessories Specifications

Class 1 Interface (RS-232)

Hardware Pin Specification	TX, RX, DTR/TSR, GND	
Connection Speed	Auto Baud Rate	19200, 38400
	Data Bits	1 Start, 8 Data, No Parity, 1 Stop
Communication Speed	V.27, V.29, V.17	
Flow Control:	Hardware	CTS/RST
	Software	DC1/DC3 (XON/XOFF)

PC Interface

Functions	PCL4, GDI, TWAIN, CLASS 1, Lan Printer, Remote Monitor, Local F/W Download	
Software	Drivers	Interface
PCL4 **GDI** **Class 1** **Twain**	Unnecessary Optional Unnecessary Optional	Parallel Parallel/Serial Serial Serial
Hardware Interface	Parallel: One Direction Parallel Port Serial: RS232-C-Din type NIC Interface	
Recommended Software/ Driver	Class 1	1. WinFax Pro V10.0 2. Unimessage Pro
	Twain	1. PhotoShop 2. ImagePAL
	PCL4	HP LaserJet Series II

LAN Interface (Print Server)

Protocols	NetWare, TCP/IP, SMB (Service Message Block), NetBEUI	
Network Support	10BaseT, 10Base2 and 10Base T, 10BaseT and 100BaseTX	
Web-based Interface	TCP/IP	
SNMP Support	TCP/IP	Monitor, Configure, Troubleshoot
Jet Admin Support	HP JetAdmin	
Internet Printing		

Internet Fax

Item	*Specification*	*Remark*
NIC		
Interface	10 BaseT / 100Base TX	
Protocol	TCP / IP DHCP DNS	
I-Fax		
Protocol	ITU T.37 TX: SMTP RX: POP3	

Content type	MultiPart / Mixed(text/plain, image/TIFF)
	TX:
	1.content-type: text/plain
	2.content-type: image/TIFF
	RX:
	1.content-type: text/plain
	2.content-type: image/TIFF
	3.content-type: application/octet_stream
	   name="*_tif'
	   name="*_txt"	

I-Fax TX Resolution	204 x 98 dpi 204 x 196 dpi 204 x 391 dpi	
I-Fax RX Resolution	204 x 98 dpi 204 x 196 dpi 204 x 391 dpi 200 x 100 dpi 200 x 200 dpi	Print by 204 x 98dpi Print by 204 x 196dpi
I-Fax Coding method	TIFF-S: MH TIFF-F: MR, MMR TIFF-J: JBIG	Default MH
I-Fax Transmission		
Mixed transmission for E-mail and Fax	Yes	E-Mail send first
Document Size	Letter	
Forward TX	Yes	
Manual TX	Yes	
Broadcasting	Max 50 Locations	
Timer TX	Yes	
I-Fax Reception		

Auto Reception periodically	Yes	
Manual RX immediately	Yes	
Report		
RX Error-replay to E-Mail address	Yes	
TX error report	Yes	
RX error report	Yes	

Dual Line

Dialing Functions	Phone System	PSTN (Public Switched Telephone Network) PBX (Private Branch Exchange)
	Dial Type	DTMF (Dual Tone Multi Frequency) DP (Dial Pulse: 10pps or 20pps)
	Direct Dial Keypad	Numeric Keypad
	One-Touch Dial	32/64 One-Touch Keys
	Speed Dial	100 Locations
	Broadcasting locations	148/180 Locations
	Group Dial	32/64 Groups (One-Touch or Group Dial , Max 50 locations per Group)
Protocol	Group 3 ITU-T with ECM Class 1 (Optional)	
Compression	MH, MR, MMR, JBIG	
Modulation	V.34, V.17, V.29, V.27	
Modem	33,600 bps	
Transmission Speed	Standard Resolution	Less than 3 sec.(ITU-T NO.1 chart)

Note 1 : Either LAN Card (Print) or Internet Fax is available for option, but the machine can not be optioned both at the same time.

Note 2 :

Option	Parallel port for Local PC printing
LAN card (Print)	Not available (print server for PCL4 printing is available)
PCL5e+LAN card (Print)	Available
I-Fax card	Not available
I-Fax+PCL5e	Available

Environmental Specifications

Temperature	10 - 33° C (50 - 95° F)	
Relative Humidity (RH)	Minimum	15%
	Maximum	85% non-condensing
Operating Altitude	Maximum: 2500 meters (8020 feet) or below	

Lithium Battery Statement

Lithium batteries have a danger of explosion. Replace the battery only with the type recommended by the manufacture.

Unpacking & Installation

Unpacking

This Appendix contains the information necessary to unpack and install your unit.

> **Note: If you intend to install the Optional SPCU, we recommend that you skip to that procedure and install it first since the Facsimile unit set on top of the SPCU.**

Main Carton Contents

Unpack the carton and verify that the following items are included and undamaged:

1. Toner Cartridge

2. Accessories Box

3. Packing Material

4. Facsimile Unit

5. Protective Bag

6. Packing Material

7. Shipping Carton

8. Packing Material

9. Drum Cartridge
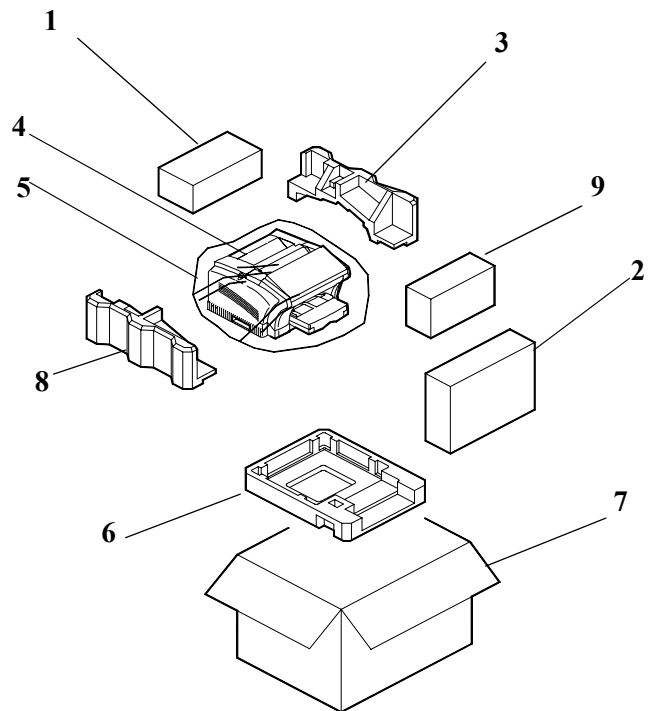
Accessories Box Contents

1. Accessory Carton

2. Document Feed Tray

3. Paper Exit Tray

4. Document Exit Tray

5. Operator Guide

6. Telephone Cord

7. AC Power Cord

8. Core x 2
   (MINOLTAFAX2800)

   Core x 3

   (MINOLTAFAX3800)
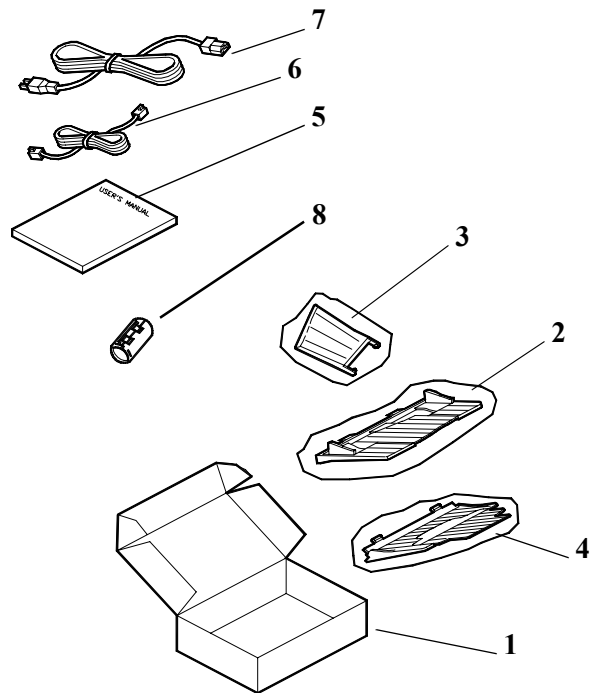
Setting Up Fax Unit

Removing the Packing Materials

1 Remove the shipping tape.

2 Remove the Control Panel protective covering.

3 Press the Cover Release Buttons on the left and right sides of the Printer Cover, and swing open the cover.
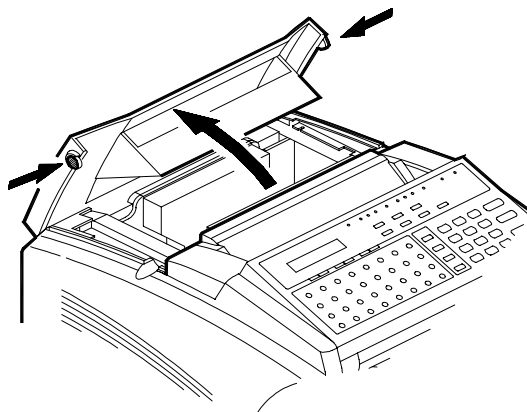
Installing the Drum Cartridge

1 Unpack the Drum Cartridge.

> **CAUTION**
> **Do not expose the Drum to bright light for extended periods of time. Bright light can damage the Drum.**
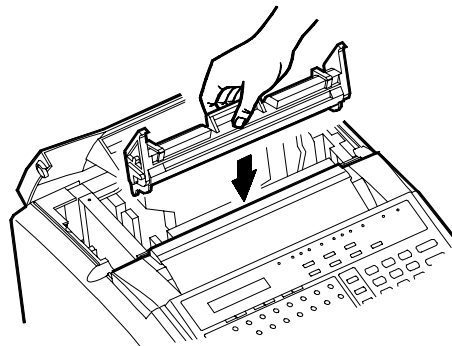
2 Install the Drum Cartridge. The ends of the Cartridge and the slots of the unit are color coded. Match the Green to Green and the Blue to Blue when inserting the Cartridge.
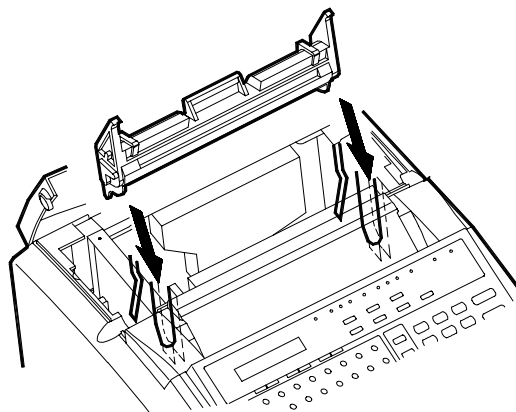
Installing the Toner Cartridge

1   Unpack the Toner Cartridge.

2   Hold the Toner Cartridge with both hands and shake the Cartridge in all directions to assure the toner inside the cartridge is even.
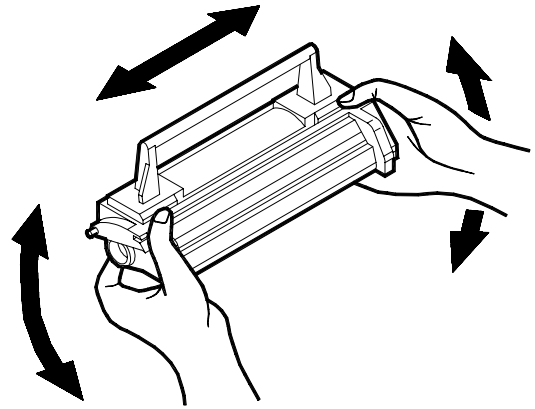
3   Install the Toner Cartridge. The ends of the Cartridge and the slots of the unit are color coded. Match the Green to Green and the Blue to Blue when inserting the Cartridge.

4   Close the Printer Cover and press down to lock it into position.
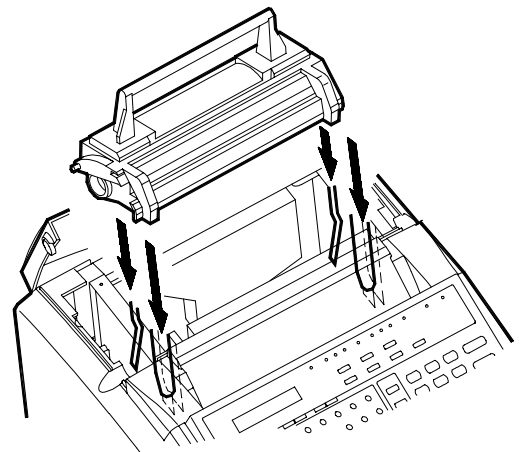
Installing the Paper Exit Tray

1   Insert the two tabs into the corresponding slots inside the unit.
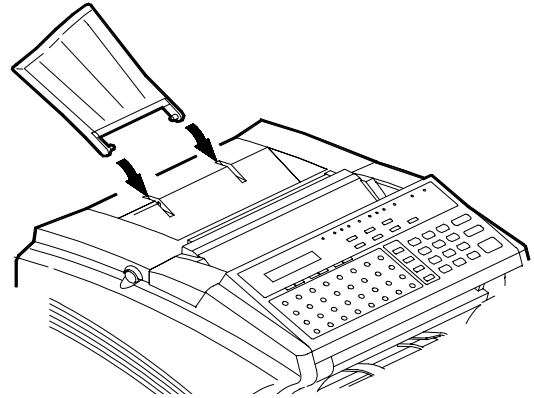
Installing the Document Exit Tray

1   Insert the two tabs into corresponding slots located just below the front of the Control Panel.

Note: The tabs must snap into place. Lifting the front of the tray slightly may help.
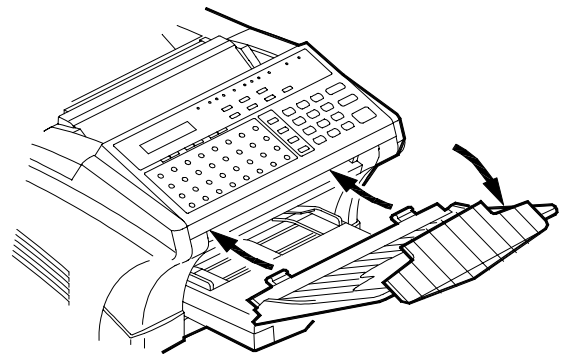
Installing the Document Feed Tray

1   Insert the two tabs into the corresponding slots beside the Control Panel.

2   Press down firmly but evenly until they snap into place.
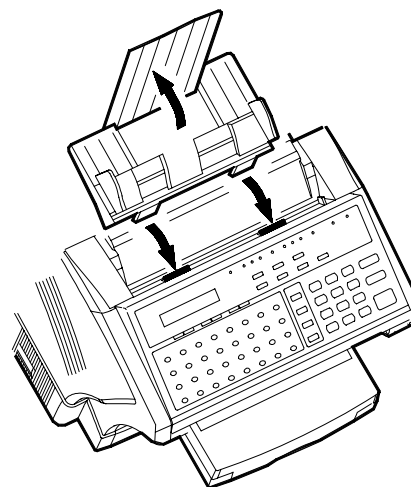
Attaching the Power Cord and Telephone Cords

1   Make sure the Main ON/ OFF Switch is in the OFF position.

2   Connect one end of the Power Cord to the Power Cord Receptacle on the Fax unit.

3   Plug the other end into the wall receptacle.

Note: Make sure the wall power meets the specification for this unit.
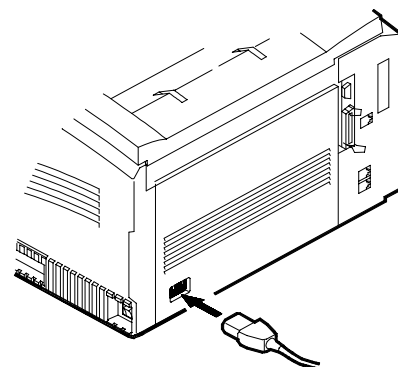
4   Connect the Telephone line cable to the LINE jack (lower of the two) on the back of the Fax unit.

5   Connect the (Optional) Handset or another external telephone to the TEL jack (upper of the two) on the back of the Fax unit.

TEL
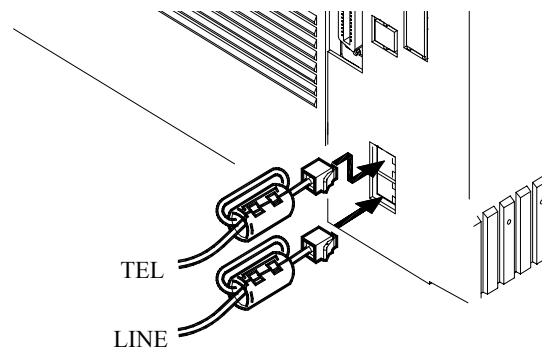
LINE

6   If Dual Line Kit is optioned, connect the Telephone line 2 cable to the Dual Line Jack.

DUAL LINE
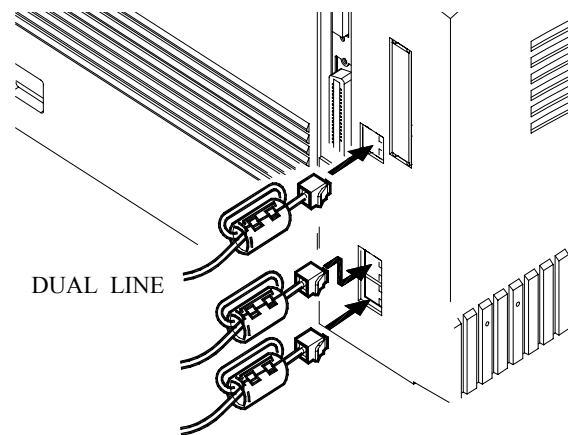
Note: In Europe, Australia and New Zealand don't have the TEL LINE jack, other marketing areas with it.

Note: Two turns the line cord with Core about 1 cm from line jack. Before install to the machine.

1cm
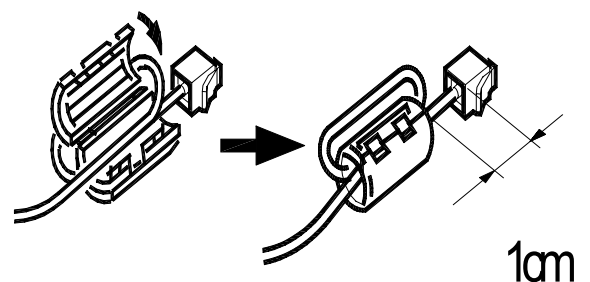
Attaching the PC Cables

1 Insert the end of the Printer
Cable and/or RS-232 Cable
into the appropriate
connectors on the back of
the Fax unit.
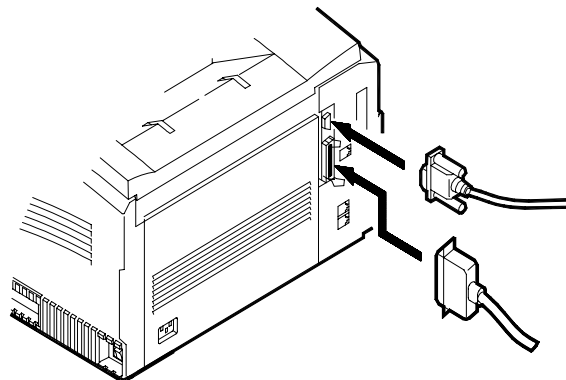
Loading Paper

1 Remove the shipping tape from the Tray Cover.

2 Remove the Tray Cover.

3 Remove the shipping tape and foam from inside the Tray cavity.
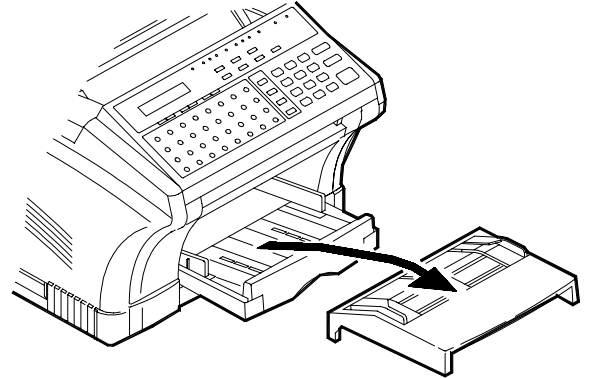
4 If you are loading Letter or A4 size paper, pull the Tray Extension out to the first stop.

5 If you are loading Legal size paper, lift the Tray Extension slightly and pull it out to the second stop.
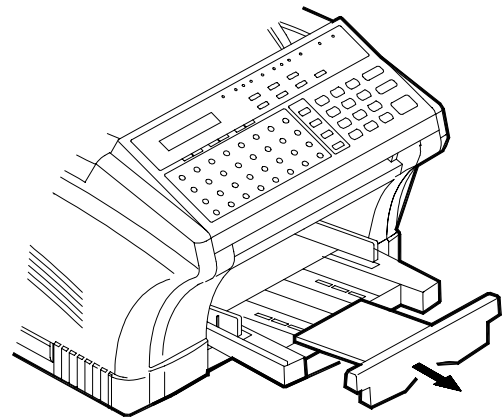
6 Place a piece of paper in the tray and test to see the Side Guides are in the correct position for your paper.

7 To change the positions of the Guides to a new size paper, snap them out and re-locate them.

8 Place paper in the Tray and push the Tray Extension in against the end of the paper.
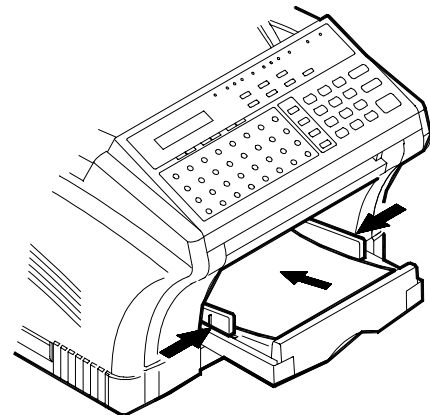
Note: Refer to the Specifications Chapter for information on what type and size papers can be fed from this Tray.

9 Replace the Tray Cover.

Note: When placing paper in the Tray, always remove any remaining paper and place it on top of the new paper.

Turning Power ON

1 Turn the Main ON/OFF
Switch to the ON position.

CAUTION
Allow at least three
seconds after turning the
Main ON/OFF Switch
ON or OFF before
pressing it again.

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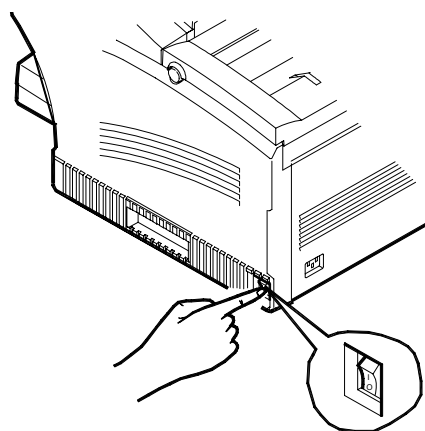
2 After the power is turned
ON, the fax goes through an
initialization cycle until it is Ready. If not used for a period of time, the fax
unit goes into the **Standby** mode.

3 If a problem occurs during a transmission causing the lose of system data
or memory, this unit generates a Power Fail Report and emits short
intermittent beeps.

Final Checkout

Preparing Your Fax Unit

Before using your facsimile unit, please set up the following items:

1. Current Date and Time   Your Fax unit can print out a report with the transmission date and time for identifications.

   Refer to Program User Data: Set Date/Time.

2. User Fax Number   You Fax unit can print out a transmission report at a remote unit with your fax number for identification.

   Refer to Program User Data: Set User FAX Number.

3. User Name   You Fax unit can print out a transmission report at a remote unit with your company name for identification.

   Refer to Program User Data: Set User Name.

4. Correct Dialling Type (Tone or Pulse)   Select either TONE or PULSE according to the type of telephone system connected to the facsimile unit.

   Refer to Machine Option: TONE/PULSE.

5. Fax Line Type (PSTN/ PBX)   If you Fax unit is connected to the public switch telephone network (PSTN), you can select "PSTN", otherwise, select "PBX."

   Refer to Machine Options: PSTN/PBX.

Note: With a PBX system, you generally have to dial a prefix number (e.g. "9") to access an outside line. If you set the line type to "PBX", you can set the prefix number in advance. Then the unit can dial the prefix number for you whenever you dial. The following table shows you how to dial when using the PBX mode. The prefix can be up to four (4) digits in length.

Phone LIne	Telephone Number	LCD Display/Dialing	Access Line
PBX mode, prefix=9	123	@123	PBX
PBX mode, prefix=9	#123	9-123	PBX -> PSTN

Loading a Document

1   Place a document face down in the Document Feed Tray.

    Note: Refer to the Specifications for appropriate paper size and type.

    Note: For consistent feeding, do not use the following types of originals:

    - Torn, wrinkled or curled paper
    - Coated paper
    - Thin or transparent paper
    - Film copies of document
    - Thicker than a postcard
    - Originals of cloth
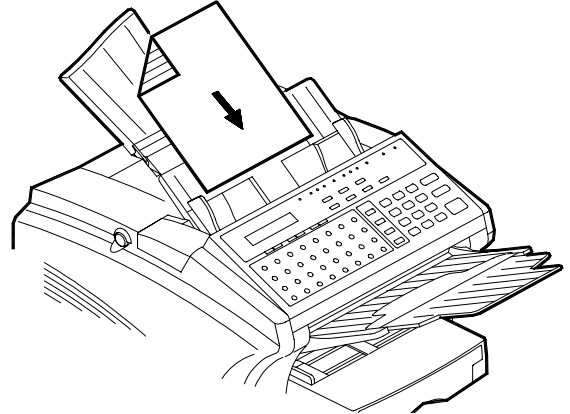
2   Adjust the document Side Guides to fit your original.

3   Enter the telephone number for another fax unit.

4   Press the Start Key.

5   Check to make sure the transmission was successful.

6   If the transmission was successful, you are now ready to do the remainder of the programming.

7   If the transmission was not successful, refer to the Troubleshooting Chapter or place a service call with your Service Representative.
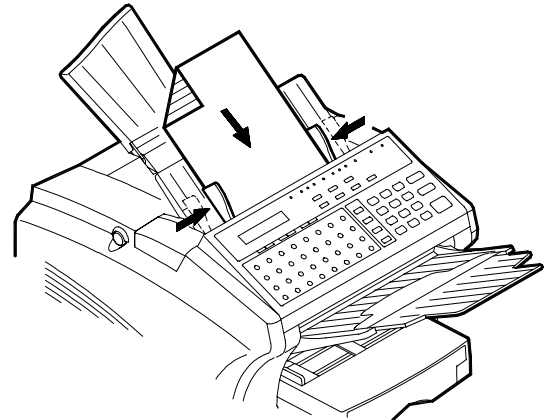
Setting Up the (Optional) SPCU

The SPCU option allow you to add a 500-sheet Cassette. This allows you to make longer fax, copy or printing runs without interruptions. The SPCU installs under the Fax unit and serves as a base for it. We recommend that you un-pack this unit first. After you complete this procedure, go back to the installation procedure for the Fax unit and install the Fax on top of the SPCU.

Unpacking the SPCU

Unpacking the accessory boxes and verify that the following items are included in the kit:

1. SPCU Carton
2. Packing Material
3. SPCU Assembly
4. Packing Material
5. Paper Cassette
6. Packing Material
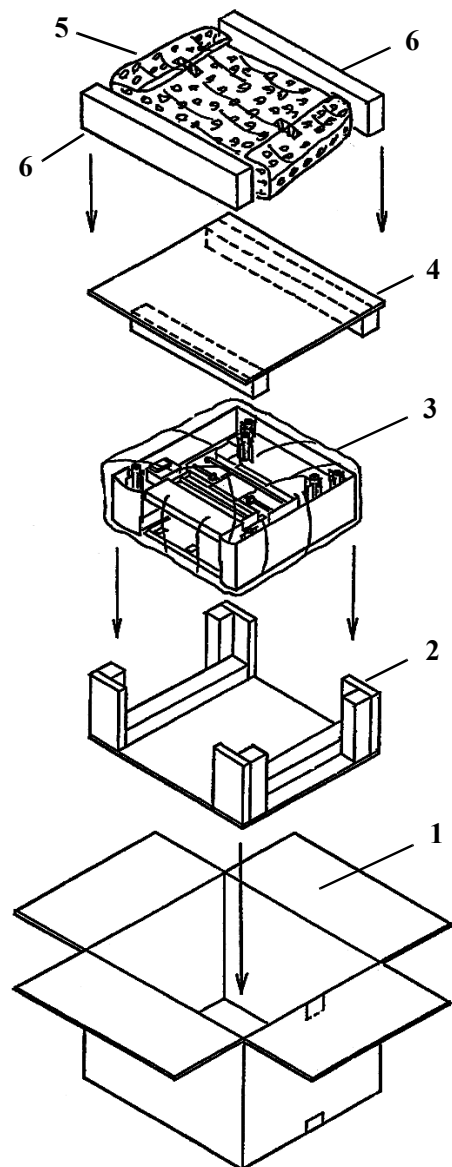
Installing the SPCU

1 Take the (Optional) SPCU from the shipping carton.

2 Remove the vinyl bag and peel off the shipping tape.

3 Remove the shipping tape and cardboard from the gear area.

4 Remove any shipping material and tape from the Cassette cavity.
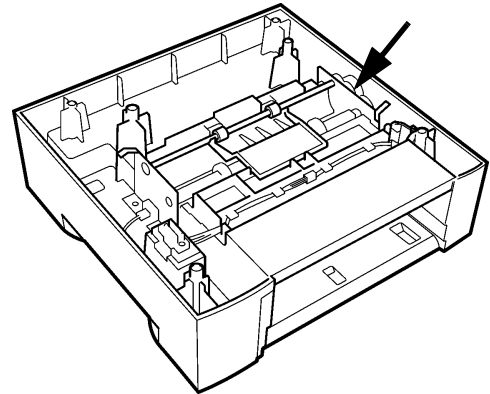
CAUTION
Before proceeding, make sure the Main ON/OFF Switch on the Fax unit is in the OFF position.

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5 Place the Fax unit on top the SPCU making sure the three Aligning Posts and the Power Connector are carefully aligned.
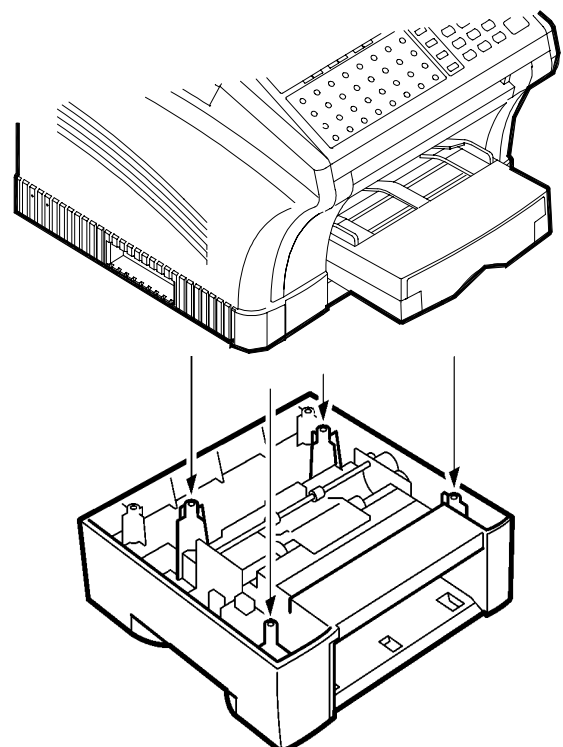
Loading the Cassette

1   Remove the Cassette from the vinyl bag.

2   Remove the shipping tape and cardboard.

Note: To remove the Baseplate retaining cardboard, carefully slide them forward and then remove.

3   Press down the Baseplate until it locks into position.

4   Place a sheet of paper on the Baseplate and check to see that the Cassette is set for that paper size.

Note: Refer to the Specifications for appropriate paper sizes.

5   To change the Cassette Paper size, remove the necessary screws and re-position the guides for the new size.

Note: Do not overtighten the screws. They can strip out if care is not taken.

6   Fan the paper stack thoroughly and align its edges.

7   Load the paper into the Cassette.

Note: If you are using pre-printed stock such as letterhead, place the side to be printed face down.
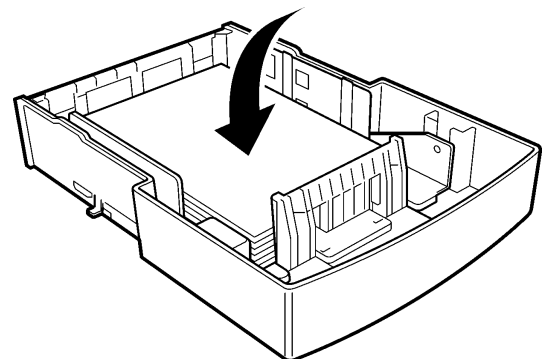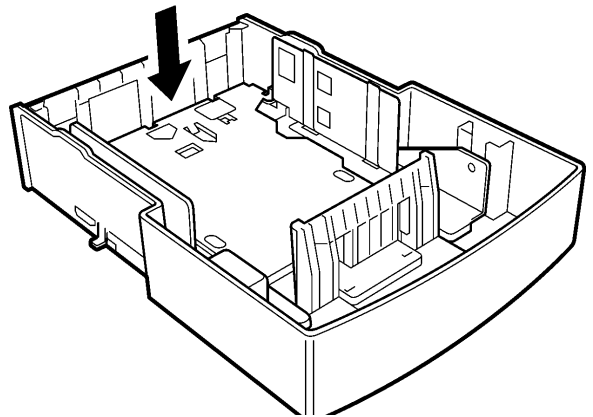
8 Do not load paper above the Maximum Level Indicator.

9 If you add paper prior to the tray being completely empty, make sure you place the old paper on top the stack.
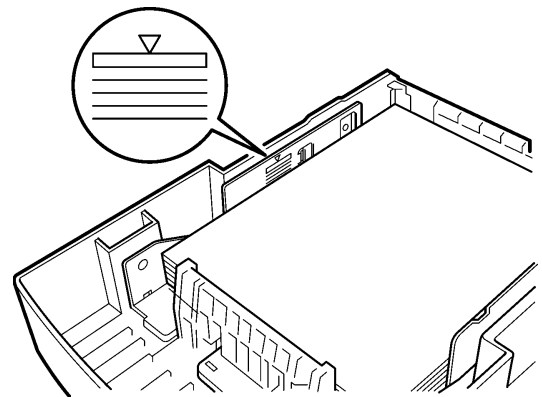
10 Put the Cassette Cover on the Cassette.
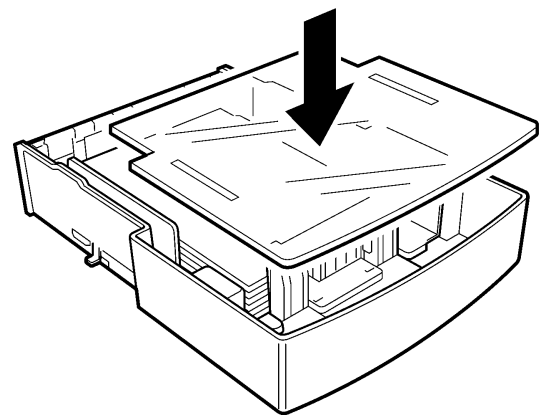
11 Install the Cassette into the SPCU.

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